

**Town of Vermilion
Regular Council
Tuesday, July 16, 2024 at 6:00 P.M.**

Page

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. ADOPTION OF THE PREVIOUS MINUTES

3 - 7

3.1. Minutes of Regular Meeting of Council - June 18, 2024

4. NEW BUSINESS

4.1. Public Commentary

4.2. Airport Advisory Committee Report to Council

8

4.3. Bylaw 6.2024 - Animal Control Bylaw - Staff Recommendation

9 - 25

4.4. Bylaw 6.2024 - Animal Control Bylaw

26

4.5. Bylaw 7.2024 - Urban Laying Hen Bylaw - Staff Recommendation

27 - 32

4.6. Bylaw 7.2024 - Urban Laying Hen Bylaw

33

4.7. Ice Rates - Committee Recommendation

5. MANAGEMENT REPORTS

34

5.1. Chief Administrative Officer Report

35 - 36

5.2. Director of Community Services Report

37

5.3. Director of Infrastructure and Planning Services Report

38

5.4. Director of Corporate Services Report

39

5.5. Manager Economic Development

6. FINANCIAL

7. COUNCIL ROUND TABLE

8. CORRESPONDENCE

40 - 55

8.1. County of Vermilion River - Minutes of May 28, 2024

56 - 69

8.2. County of Vermilion River - Minutes of June 11, 2024

70 - 76

8.3. County of Vermilion River - Agenda of June 25, 2024

9. CLOSED SESSION

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

10. ADJOURNMENT

**TOWN OF VERMILION
MINUTES OF REGULAR MEETING OF COUNCIL
HELD ON TUESDAY, JUNE 18, 2024 AT 6:00 P.M.**

PRESENT

IN PERSON:

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

REGRETS:

Mayor Gregory Thronson

1. CALL TO ORDER

Deputy Mayor Kevin Martin 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

‘5.5 Reserve Transfers for 2024 Sewer Trunk Main Capital project - Staff Recommendation under’ under 5 NEW BUSINESS

‘5.6. Parks, Recreation, Culture and Environment Board Grant Recommendation - Committee Recommendation’ under 5 NEW BUSINESS

‘5.7. Parks, Recreation, Culture and Environment Board Grant Recommendation – Committee Recommendation’ under 5 NEW BUSINESS

‘5.8. Signing Authority’ under 5 NEW BUSINESS

‘5.9. ILC County Signage under 5 NEW BUSINESS

**‘12.4 Pursuant to Part 1, Division 2, Section 12(2) of the Freedom of Information and Protection of Privacy Act.’
Personnel under 11. CLOSED SESSION.**

3. ADOPTION OF THE PREVIOUS MINUTES

3.1. Minutes of Regular Meeting of Council – June 4, 2024

Moved by Councillor Joshua Rayment “That the Minutes of the Regular Meeting of Council of June 4, 2024, be accepted as presented.” **CARRIED.**

4. OATH OF OFFICE

4.1. Oath of Office – Councillor Joshua Rayment – Deputy Mayor – July to October 2024

Moved by Councillor Robert Snow “That Council for the Town of Vermilion appoint Councillor Joshua Rayment as Deputy Mayor for the months of July to October 2024.”
CARRIED
Motion #24/06/80

5. NEW BUSINESS**5.1. Address to the Public by Council**

Deputy Mayor Kevin Martin announced the disqualification of Mayor Gregory Thronson and thanked him for his efforts during his time as Mayor for the Town of Vermilion.

5.2 Public Commentary

Deputy Mayor Kevin Martin opened the public commentary session at 6:08 p.m.

Deputy Mayor Kevin Martin welcomed Mr. Erwin Warkentin into the public commentary session. Mr. Erwin Warkentin addressed Council and voiced concerns regarding road safety on Pare Drive due to the lack of posted speed signs.

No emails or written correspondence received.

Deputy Mayor Kevin Martin declared the public commentary session closed at 6:14 p.m.

5.3. Auditor Appointment for 2024 Fiscal Year – Staff Recommendation

Moved by Councillor Joshua Rayment “That Council for the Town of Vermilion appoints JDP Wasserman Corporation as the external financial auditors for the 2024 fiscal year.”

CARRIED

Motion #24/06/81

5.4 Council Committee Appointments

Moved by Councillor Joshua Rayment “That Council for the Town of Vermilion remove Councillor Paul Conlon from the Vermilion River Regional Waste Management Board and add Councillor Kirby Whitlock.” **CARRIED.**

MOTION #24/06/82

Moved by Councillor Robert Snow “That Council for the Town of Vermilion add Councillor Joshua Rayment onto the Vermilion & District Housing Foundation Board.” **CARRIED.**

MOTION #24/06/83

Moved by Councillor Joshua Rayment “That Council for the Town of Vermilion add Councillor Robert Snow onto the Intermunicipal Liaison Committee Board.” **CARRIED.**

MOTION #24/06/84

Moved by Councillor Robert Pulyk “That the Council for the Town of Vermilion add Councillor Robert Snow as an alternate on the Parks, Recreation, Culture and Environment Board.” **CARRIED.**

MOTION #24/06/85

5.5. Reserve Transfers for 2024 Sewer Trunk Main Capital Project - Staff Recommendation

Moved by Councillor Joshua Rayment “That Council for the Town of Vermilion approve reserve transfer of \$1,400,000 in 2024 from the tax funded reserves to the Sanitary Sewer Capital reserve to fund the 2024 Sanitary Sewer Trunk Main project.” **CARRIED.**

MOTION #24/06/86

5.6. Parks, Recreation, Culture and Environment Grant Recommendation – Committee Recommendation

Moved by Councillor Kirby Whitlock “That Council for the Town of Vermilion approve the Parks, Recreation, Culture and Environment Board grant application for the Vermilion Minor Ball Association in the amount of \$1,000 to go towards the expenses of hosting U15 Female Alberta Softball Provincials. **CARRIED.**

Motion #24/06/87

5.7. Parks, Recreation, Culture and Environment Grant Application – Committee Recommendation

Moved by Councillor Robert Snow “That Council for the Town of Vermilion approve the

Parks, Recreation, Culture and Environment Board grant application for the Vermilion Vipers Swim Club in the amount of \$1,000 to go towards the modernization of their logo.

CARRIED.

Motion #24/06/88

5.8. Signing Authority

Moved by Councillor Robert Snow “That Council for the Town of Vermilion give Councillor Joshua Rayment signing authority for the Town of Vermilion for the months of July to October 2024.” **CARRIED.**

Motion #24/06/89

5.9. ILC County Signage

Councillor Robert Snow addressed signage on the website acknowledging County of Vermilion River contributions.

7. COMMITTEE REPORTS

7.1. LIBRARY

7.1.1. Minutes of March 27, 2024 – Accepted as Information.

7.1.2. Minutes of April 18, 2024 – Accepted as Information.

9. FINANCIAL

9.1. Accounts Payable for the period of June 5 – June 18, 2024 - Accepted as Information.

10. COUNCIL ROUND TABLE

10.1. The Mayor and Councillors held a round table on recent activities since the last meeting, including:

- Parks and Recreation Meeting – June 17, 2024
- Lakeland College Convocation - June 7, 2024
- Lemmy U Business Lemonade Stand – June 15, 2024
- Intermunicipal Liaison Committee Meeting – June 14, 2024
- College Park Grand Opening Ribbon Cutting – May 23, 2024
- Richardson Denture Clinic Opening Ribbon Cutting – June 5, 2024
- Vermilion & District Housing Foundation AGM - May 30, 2024
- Vermilion & District Housing Foundation Board Meeting - May 30, 2024
- Ireland Farm Equipment Ribbon Cutting - June 7, 2024
- Economic Development Committee Meeting – June 11, 2024
- Finance and Governance Committee Meeting – June 11, 2024
- Alberta Municipalities Strength in Members – June 13, 2024

11. CORRESPONDENCE

11.1. County of Vermilion River – Minutes of May 14, 2024

11.2. County of Vermilion River – Agenda of May 14, 2024

11.3. County of Vermilion River – Agenda of June 11, 2024

Correspondence was accepted as information.

12. CLOSED SESSION

12.1. 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 7:15 p.m.” **CARRIED.**

MOTION #24/06/90

Director of Infrastructure and Planning Services Robert Dauphinee and Director of Community Services Brian Leibel left the meeting at 7:15 p.m.

Moved by Councillor Joshua Rayment “That Council for the Town of Vermilion revert back to the Regular Meeting of Council at 7:45 p.m.” **CARRIED.**

MOTION #24/06/91

Moved by Councillor Robert Snow “That Council for the Town of Vermilion move forward with the sale of Plan 1621615. **CARRIED.**

MOTION #24/06/92

Moved by Councillor Robert Snow “That Council for the Town of Vermilion go in closed session at 7:47 p.m.” **CARRIED.**

MOTION #24/06/93

Manager of Economic Development Marylee Prior left the meeting at 7:56 p.m.

- 12.2 Pursuant to Part 2, Division 2, Section 25(1) of the Freedom of Information and Protection of Privacy Act
ICF Deliberations

Moved by Councillor Robert Snow “That Council for the Town of Vermilion revert back to the Regular Meeting of Council at 8:08 p.m.” **CARRIED.**

MOTION #24/06/94

Moved by Councillor Joshua Rayment “That Council for the Town of Vermilion accept the Recreation Agreement as presented”. **CARRIED.**

MOTION #24/06/95

Moved by Councillor Robert Pulyk “That Council for the Town of Vermilion go in closed session at 8:09 p.m.” **CARRIED.**

MOTION #24/06/96

- 12.3. Pursuant to Part 1, Division 2, Section 25(1) of the Freedom of Information and Protection of Privacy Act
ICF Deliberations

Moved by Councillor Paul Conlon “That Council for the Town of Vermilion revert back to the Regular Meeting of Council at 8:14 p.m.” **CARRIED.**

MOTION #24/06/97

Moved by Councillor Robert Snow “That Council for the Town of Vermilion accept the Vermilion & District Housing Foundation Motion 2024-05-006.” **DEFEATED.**

MOTION #24/06/98

- 12.4. Personnel

Moved by Councillor Robert Pulyk “That Council for the Town of Vermilion go in closed session at 8:20 p.m.” **CARRIED.**

MOTION #24/06/99

Director of Community Services Michael van der Torre left the meeting at 8:20 p.m.

Moved by Councillor Robert Pulyk “That Council for the Town of Vermilion revert back to the Regular Meeting of Council at 8:30 p.m.” **CARRIED.**

MOTION #24/06/100

Moved by Councillor Robert Pulyk “That Council for the Town of Vermilion accept the terms of the contract with Michael van der Torre.” **CARRIED.**

MOTION #24/06/101

13. ADJOURNMENT

Being the Agenda matters concluded, the meeting adjourned at approximately 8:48 p.m.

READ AND CONFIRMED ON THIS 16TH DAY OF JULY 2024 A.D.

Chief Administrative Officer

Deputy Mayor

DRAFT

STAFF RECOMMENDATIONS

DATE:16 Jul 2024

TOPIC:

The Vermilion Animal Control Bylaw

PROPOSAL:

The purpose of this Bylaw is to regulate and control the running at large of Dogs and Cats in the Town.

The Owner of a Dog or Cat over six (6) months of age shall obtain a license for that Dog or Cat by submitting a written application and paying the applicable license, within Fifteen (15) days of becoming the Owner of such Dog or Cat, or taking up residence within the Town. If the Owner of a Dog or Cat over the age of six (6) months of age becomes the Owner of that Dog or Cat or becomes a resident within the Town between July 1st and December 31st in any year, the license fee required shall be Fifty (50%) percent of the annual fee.

Dog and Cat licenses are issued under this Bylaw are annually renewable and the Owner of a Dog or Cat required to be licensed pursuant to this Bylaw shall before January 15th in each year, renew the applicable license by completing the appropriate renewal form and paying a renewal fee. Any person who fails to license a Dog or Cat pursuant to this Bylaw or fails to renew a license previously issued before January 15th in any year, is guilty of an offence and liable, upon summary conviction, to a fine. No more than three (3) Dogs and three (3) Cats shall be harboured or permitted to remain upon or in any land, house, shelter, room or place, building structure, or premises within the boundaries of the Town unless certain criteria is met.

PROPOSED BY:

Michael Van Der Torre

STAFF RECOMMENDATIONS:

That Council for the Town of Vermilion give first reading to Bylaw 6.2024 The Vermilion Animal Control Bylaw

Submitted By:

Michael Van Der Torre

Department Head

**BY-LAW 6.2024
OF THE
TOWN OF VERMILION
(hereinafter referred to as the “Municipality”)**

**BEING A BY-LAW OF THE TOWN OF VERMILION
IN THE PROVINCE OF ALBERTA TO PROVIDE FOR
THE LICENSING REGULATION AND CONTROL OF
ANIMALS IN THE CORPORATE LIMITS OF THE
TOWN OF VERMILION**

WHEREAS pursuant to the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended or repealed and replaced from time to time, authorizes the Council of the Town of Vermilion to pass Bylaws for the licensing and regulating the control of animals in the Town.

AND WHEREAS the Council of the Town of Vermilion deems it to be in the best interest of the residents of the Town to regulate and control the running at large of Dogs and Cats in the Town.

AND WHEREAS the Council of the Town of Vermilion deems it to be in the best interest of the residents of the Town to license Dogs, Cats, and other Domestic Animals in the Town.

AND WHEREAS the Council of the Town of Vermilion deems it to be in the best interest of the residents of the Town to regulate and control activities for the keeping of Domestic Animals in the Town.

NOW THEREFORE, the Municipal Council for the Town of Vermilion in the Province of Alberta, Duly assembled and pursuant to the authority conferred upon it by the Municipal Government Act, hereby enacts as follows:

TITLE

- 1. This Bylaw may be cited as “The Vermilion Animal Control Bylaw”.

DEFINITIONS

- 2. In this Bylaw unless the context otherwise requires:
 - (1) “Capture” shall mean with the use of devices or cage traps so as to limit the harm or distress.
 - (2) “Cat” shall mean a Domestic Animal of the Felidae family.
 - (3) “Cattery” shall mean any place owned by any person, group of persons, or corporation engaged in the commercial business of breeding, buying, selling, training, or boarding of Cats.
 - (4) “Controlled Dog” shall mean any Dog, whatever its age or breed, that, in the opinion of the Municipal Enforcement Officer or designate:
 - a) shows a propensity, disposition, or potential to attack or injure without provocation, other animals or humans;
 - b) without provocation, chases in a threatening matter any person or animal that approaches it;
 - c) is a continuing threat of serious harm to other animals or humans; or

Any dog that has been the subject of an order or direction of a Justice pursuant to the *Dangerous Dogs Act*, R.S.A. 2000, c. D-3, as amended or repealed and replaced from time to time.

- (5) “Dog” shall mean a Domestic Animal of the Canidae family.
- (6) “Domestic Animal” shall mean an animal of species of vertebrates or invertebrates that has been domesticated by man so as to live and breed in a tame condition and depends on man for survival and includes dogs, cats, horses, pigs, sheep, llamas, rabbits, chickens, geese, turkeys, pigeons, and any fur-bearing animals commonly raised for commercial purposes.
- (7) “Junior License” shall mean a license issued for a Dog or a Cat under the age of six (6) months.
- (8) “Kennel” shall mean any place owned by any person, group of persons, or corporation engaged in the commercial business of breeding, buying, selling, training, or boarding of Dogs.
- (9) “Land Use Bylaw” shall mean the Town’s Land Use Bylaw No. 1-2006, as amended or repealed and replaced from time to time.
- (10) “Licence Tag” shall mean identification tag of metal or other material issued by the Town showing the license number and year of a specific animal.
- (11) “Livestock” shall mean Cattle or Horses, and such other animals as may be listed in **Schedule “C”** to this Bylaw, as revised by Resolution of Council from time to time.
- (12) “Municipal Enforcement Officer” shall mean a member of the Royal Canadian Mounted Police, a member of a municipal police service, a Special Constable appointed by the Town of Vermilion pursuant to the provisions of the *Police Act*, R.S.A. 2000, c.P-17, as amended or repealed and replaced from time to time, a Peace Officer appointed pursuant to the *Peace Officer Act*, R.S.A. 2000, c.P-3.5 as amended or replaced and replaced from time to time, or a Bylaw Enforcement Officer appointed by the Town pursuant to the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended or repealed and replaced from time to time.
- (13) “Owner” shall mean a Person:
 - a) who has the care, charge, custody, possession, or control of a Domestic Animal;
 - b) who owns or claims a proprietary interest in a Domestic Animal;
 - c) who harbours or permits a Domestic Animal to be present on any property owned or under his control;
 - d) who claims and receives a Domestic Animal from custody of the Pound or a Municipal Enforcement Officer; or

- e) to whom a Licence Tag was issued for a Dog or Cat in accordance with this Bylaw.
- (14) “Person” shall include a partnership or corporation.
- (15) “Physical Control” shall mean:
 - a) restrained by a leash not exceeding three (3) metres in length; or
 - b) kept in:
 - (i) a container.
 - (ii) an enclosure; or
 - (iii) a motor vehicle.
 - (iv) the back of an open truck if restrained by a leash not allowing the dog to be removed from the open truck.
- (16) “Possession” shall mean a Person who:
 - a) has Physical Control of a Domestic Animal.
 - b) has transferred Physical Control of a Domestic Animal to another person for the purpose of allowing that person to exercise control over that Domestic Animal for a period of time; or
 - c) where one or two or more persons, with the knowledge and consent of the other, or others, has Physical Control of a Domestic Animal, the Domestic Animal shall be deemed to be in the control of each and all of them.
- (17) “Pound” shall mean such a place as may, from time to time, be established for the impounding and keeping of Domestic Animals in accordance with the provisions of this Bylaw.
- (18) “Poundkeeper” shall mean any person or persons duly authorized to operate a Pound and may include a Municipal Enforcement Officer.
- (19) “Private Property” shall mean all property within the boundaries of the Town other than property constituting Public Property.
- (20) “Public Property” shall mean property owned by or under the control and management of the Government of Canada, the Government of Alberta, or the Town, contained within the boundaries of the Town.
- (21) “Registered Veterinarian” shall mean a Registered Veterinarian as defined in the *Veterinary Profession Act*, R.S.A. 2000, c. V-2, as amended or repealed and replaced from time to time.

4

- (22) “Running at Large” shall mean any Dog or other Domestic Animal found off the property of its Owner, which is not on a leash and not under the Physical Control of a responsible and competent Person.
 - (23) "Secure Enclosure" shall mean a building, cage, fenced area, or other enclosure for the retaining of a Domestic Animal and which prohibits the Domestic Animal from jumping, climbing, digging, flying, or using any other means to exit the enclosure and which is capable of prohibiting the entry of young children into the enclosure.
 - (24) “Town” shall mean the Town of Vermilion in the Province of Alberta.
 - (25) “Town Council” shall mean the municipal council of the Town of Vermilion in the Province of Alberta.
 - (26) “Town Manager” shall mean the Chief Administrative Officer for the Town, regardless of the specific title that may be conferred on that Officer by Town Council from time to time.
 - (27) “Violation Tag” shall mean a tag or similar document issued by the Town pursuant to the provisions of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended or repealed and replaced from time to time.
 - (28) “Violation Ticket” shall mean a ticket issued pursuant to Part 2 of the *Provincial Offences Procedure Act*, R.S.A. 2000, C. P-34, as amended or repealed and replaced from time to time, and any Regulations thereunder.
- 3. Words importing the masculine gender only also include the feminine gender where the context requires.
 - 4. Words importing the singular only also include the plural and vice versa where the context requires.

**GENERAL PROVISIONS AND LICENSING
OF DOGS AND CATS**

- 5. (1) The Owner of a Dog or Cat over six (6) months of age shall obtain a license for that Dog or Cat by submitting a written application and paying the applicable license fee as set out in **Schedule “A”** to this Bylaw, within Fifteen (15) days of becoming the Owner of such Dog or Cat, or of taking up residence within the Town, as applicable;
- (2) Where the Owner of a Dog or Cat over the age of six (6) months of age becomes the Owner of that Dog or Cat or becomes resident within the Town between July 1st and December 31st in any year, the license fee required pursuant to subsection 5(1) shall be Fifty (50%) percent of the annual fee established in **Schedule “A”**;
- (3) Dog and Cat licenses issued under this Bylaw are annually renewable and the Owner of a Dog or Cat required to be licensed pursuant to this Bylaw shall before January 15th in each year, renew the applicable license by completing the appropriate renewal form and paying a renewal fee as established in **Schedule “A”** to this Bylaw;
- (4) Any person who fails to license a Dog or Cat pursuant to this Bylaw or fails to renew a license previously issued before

5

January 15th in any year, is guilty of an offence and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw.

- 6. (1) Notwithstanding Section 5 the Owner of Controlled Dog, regardless of the Dog’s age, shall obtain a license and pay the applicable license fee for a Controlled Dog as set out in **Schedule “A”** of this Bylaw.
- (2) The Owner of a Controlled Dog who fails to apply for a license for the Controlled Dog pursuant to this Bylaw is guilty of an offence and upon summary conviction, liable to a fine as provided in **Schedule “B”** to this Bylaw.
- 7. Notwithstanding Section 5, the Owner of a Dog or Cat under the age of six (6) months old may obtain a Junior Licence for that Dog or Cat by written application to the Town providing such information as may be required.
- 8. (1) Every Owner shall ensure that the License Tag is securely fastened to a chain, collar or harness worn by the Dog or Cat at all times when such Dog or Cat is not on the Owner’s property.
- (2) An Owner whose Dog or Cat is not wearing a License Tag while off the Owner’s property shall be guilty of an offence and liable to a fine as provided in **Schedule “B”** of this Bylaw.
- 9. Licenses issued pursuant to this Bylaw shall not be transferable between animals, nor transferable between successive Owners of a particular animal.
- 10. No Person shall be entitled to a rebate as a result of the sale, death, or removal of a registered Dog or Cat from the physical jurisdiction of the Town, of the license fee paid in respect to that Dog or Cat.
- 11. Lost or damaged License Tags may be replaced by the Town upon payment by the Owner of the replacement fee set out in **Schedule “A”** of this Bylaw.
- 12. An Owner of a Dog, Controlled Dog, or Cat shall provide the following information with each application for a license:
 - (1) name, phone number, and street or rural address of Owner;
 - (2) name and description of the Dog, Controlled Dog, or Cat to be licensed;
 - (3) with respect to a Dog or Controlled Dog, the breed or breeds; and
 - (4) such other information as may be required by the Town.
- 13. Guide Dogs and assistance Dogs shall be licensed pursuant to this Bylaw however, no license fee shall be required where the Owner of the Dog presents the Dog’s identification card verifying that the Dog has been trained by a recognized school as an assistance Dog or meets the guide Dog qualifications as set out in the *Guide Dog Qualifications Regulations* AR 108/79, as amended or repealed and replaced from time to time.
- 14. The following persons do not require a license under this Part:

6

- (1) holders of a valid Development Permit, issued pursuant to the Land Use Bylaw, authorizing the operation of a Kennel, Cattery, Animal Hospital, or Pound, which have Dogs or Cats boarded that are owned by Persons other than the operator, or have Dogs or Cats which are intended for sale;
- (2) Persons temporarily visiting the Town for a period not exceeding fourteen (14) days;
- (3) not-for-profit associations or not-for-profit corporations engaged in the provision of temporary shelters for abandoned or rescued Domestic Animals or an authorized Pound in accordance with this Bylaw; or
- (4) not for profit associations, not-for-profit corporations or government organizations providing specialized Dog services, including but not limited to assistant and guide Dogs, police Dogs and search and rescue Dogs.

NUMBER OF DOGS AND CATS

- 15. No more than three (3) Dogs and three (3) Cats shall be harboured or permitted to remain upon or in any land, house, shelter, room or place, building structure, or premises within the boundaries of the Town unless:
 - (1) the premises are lawfully used for the care and treatment of Domestic Animals operated by or under the charge of a Registered Veterinarian;
 - (2) the Owner is the holder of a valid and subsisting Development Permit to operate a Kennel, Cattery, Animal Hospital, Pound, or other Domestic Animal operation as authorized by the Land Use Bylaw;
 - (3) the Dogs or Cats in excess of the limit are under six (6) months of age, and the offspring of a licenced Dog or Cat residing at the same location;
 - (4) the Owner is a not-for-profit association, not-for-profit corporation, or government organization engaged in the provision of specialized Dog services, including but not limited to Guide Dogs, Police Dogs, and Search and Rescue Dogs; or
 - (5) the Owner is a not-for-profit association or not-for-profit corporation engaged in the providing of temporary shelter for abandoned or rescued Domestic Animals or an authorized Pound in accordance with this Bylaw.

- 16. Any Person who keeps, harbours, or permits an excess number of Dogs or Cats shall be guilty of an offence and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw.

CONTROL OF DOGS AND CATS

- 17. Subject to a development permit pursuant to the Land Use Bylaw, no Kennel or Cattery shall be permitted on residential property within the Town.
- 18. An Owner whose Dog Runs at Large within the boundaries of the Town is guilty of an offence and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw.

19.
- (1)

The Owner of a Dog or Cat that causes damage to Public or Private Property within the Town is guilty of an offence and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw;
- (2)

Where a Dog or Cat has defecated on any Public or Private Property within the Town other than the property of the Owner, the Owner shall be required to remove such defecation immediately and failure to do so shall constitute as an offence and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw;
- (3)

The Owner of a Dog or Cat that allows any defecated matter to remain on the Owner’s property or to accumulate to such an extent as to, in the opinion of a Municipal Enforcement Officer, constitute a nuisance by way of odour, unsightliness, or detrimental impact on the use, enjoyment or value of neighbouring property, is guilty of an offence and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw;
20.
- (1)

The Owner of a Dog that barks, howls, or otherwise makes such noise so as, in the opinion of a Municipal Enforcement Officer, disturb the quiet or repose of any Person, is guilty of an offence and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw;
- (2)

The Owner of a Cat that makes such noise so as, in the opinion of a Municipal Enforcement Officer, disturb the quiet or repose of any Person, is guilty of an offence and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw.
21.
- The Owner of a Dog or Cat that
- (1)

bites, attacks, threatens, or injures any Person;
- (2)

chases a Motor Vehicle, bicycle, person on horseback, or Person walking or running;
- (3)

kills, attacks, injures, or otherwise harasses Livestock, poultry, wildlife or other Domestic Animals;
- is guilty of an offence and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw.
22.
- The Owner of a female Dog or Cat in “heat” shall be guilty of an offence if that female Dog or Cat is not kept contained or restrained, both on and off the Owner’s property, in a manner sufficient to avoid attracting other Dogs or Cats and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw.
23.
- Any Person who, without the knowledge or consent of the Owner, unties, loosens, or otherwise frees a Dog or Cat that was tied or otherwise restrained, or who opens a gate, door, or other opening in a fence or Secure Enclosure in which a Dog or Cat has been confined and thereby allows the Dog or Cat to Run at Large, is guilty of an offence and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw.

SPECIAL PROVISIONS FOR CONTROLLED DOGS

24.
- The Municipal Enforcement Officer may declare a Dog to be a Controlled Dog, where he has reasonable grounds to believe that,

either through personal observation, or on the basis of facts determined after an investigation of a complaint, the Dog:

- (1) has a known propensity, tendency, or disposition in a threatening manner and without provocation to chase, run at, attack, or bite any person or animal causing physical injury;
- (2) has in a threatening manner and without provocation chased, run at, attacked, or bitten any person or animal on more than one occasion, with or without causing physical injury;
- (3) has killed a Domestic Animal, Livestock or wildlife without provocation while off the owner's property; or
- (4) has been the subject of an order or direction of a Justice, pursuant to the *Dangerous Dogs Act*, as amended or repealed and replaced from time to time.

25. If a Municipal Enforcement Officer determines that a Dog is a Controlled Dog pursuant to section 24, he shall in writing:

- (1) inform the Owner that his Dog has been determined to be a Controlled Dog;
- (2) require the Owner to keep such Dog in accordance with the provisions relating to Controlled Dogs as set out in this Bylaw; and
- (3) inform the Owner that if the Controlled Dog is not kept in accordance with the provisions relating to Controlled Dogs as set out in this Bylaw, the Owner will be fined, or subject to enforcement action pursuant to this Bylaw.

26. If a Dog is designated a "Controlled Dog" by a Municipal Enforcement Officer, the owner of that Dog has the right to request the designation be reviewed by Council. The request must be received by the Town Manager in writing within thirty (30) days of the official notice of designation.

- 27.
- (1) An Owner of a Controlled Dog shall maintain in force a policy of liability insurance in a form satisfactory to the Town providing third party liability coverage in a minimum amount of \$500,000.00 for injuries caused by the Owner's Controlled Dog and no license shall be issued for a Controlled Dog unless proof of such insurance coverage is provided to the Town with any application for a license.
 - (2) The liability policy shall contain a provision requiring the insurer to immediately notify the Town in writing should the policy expire or be cancelled or terminated.
 - (3) Where the policy of liability insurance for a Controlled Dog is cancelled or expires without renewal, the Controlled Dog license for the animal to which the liability insurance policy applied shall also terminate and no new Controlled Dog license shall be issued until proof of insurance has been provided pursuant to subsection (1).
 - (4) The Owner of a Controlled Dog who fails to obtain and maintain in force a liability insurance policy as required under subsection (1) is guilty of an offence and liable, upon summary conviction, to a fine as provided in **Schedule "B"** of this Bylaw.

28. (1) At all times while a Controlled Dog is on the property of its Owner, the Owner shall either keep such Dog confined indoors or if outside in a Secure Enclosure or other structure approved by the Municipal Enforcement Officer, constructed to prevent the escape of the Controlled Dog and capable of preventing the entry of young children.
- (2) Secured Enclosures shall have secure sides and a secure top and if it has no bottom secured to the sides, the sides must be embedded in the ground to a minimum depth of one (1) foot.
- (3) When a Controlled Dog is off the premises of the Owner, the Owner shall securely muzzle the Controlled Dog, and the Owner shall maintain Physical Control over the Controlled Dog through use of a lease, harness, or other retainer or device so as to prevent the Controlled Dog from attacking or biting any other Person or animal.
- (4) Subsection (3) shall not apply when the Controlled Dog is in a building or enclosure in attendance at a bona fide Dog show.
- (5) An Owner who fails to comply with the provisions of section 28(1) or (3) is guilty of an offence and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw.
29. In addition to the remedies set forth in this Bylaw, if a Municipal Enforcement Officer determines that a Controlled Dog is not being kept in accordance with this Bylaw he may:
- (1) issue an order pursuant section 545 of the *Municipal Government Act*, RSA 2000 c.M-26, as amended or repealed and replaced from time to time, directing that the Dog shall be controlled in accordance with the Bylaw, or be removed from the physical boundaries of the Town; or
- (2) in the alternative, or in addition to the issuance of an Order under subsection (1), bring an application pursuant to the *Dangerous Dogs Act*, RSA 2000 c.D-3, as amended or repealed and replaced from time to time, for an order directing that the Dog to be controlled or destroyed.

CONTROL OF OTHER ANIMALS

30. The keeping of Domestic Animals, Livestock and any other animals in the Town is strictly prohibited except in accordance with the provisions of the Town’s Land Use Bylaw or as herein provided.
- (1) No Person shall keep any of the following on any premises within the Town;
- a) livestock;
 - b) large Domestic Animals other than Dogs, weighing over 10 kg;
 - c) bees;
 - d) poisonous snakes, reptiles, or insects unless permission has been granted by the Municipal Enforcement Officer.
- (2) Subsections (1)(a), (1)(b), (1)(c), and (1)(d) shall not apply to any premises within the Town where the keeping of such animals has been the subject to authority issued under the Town’s Land Use Bylaw.

10

- (3) Subsection 1(a) shall not apply to the land owned and operated by Lakeland College zoned as Institutional in the Town of Vermilion Land Use Bylaw for the purpose of operations of the Lakeland College farm.

Rabbits:

- (4) No Person shall keep more than four (4) rabbits on the Premises within the Town.
 - (5) The Owner of rabbits shall keep those rabbits in a locked, Secure Enclosure which shall be kept in a clean and sanitary condition, and which shall be situated no closer than twelve (12) metres from any dwelling on the property, nor any closer than twelve (12) metres from any adjacent dwelling.
 - (6) Any Person who fails to comply with Section 30(4) to 30(5) of this Bylaw is guilty of an offence and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw.
31. An Owner may keep Livestock within the boundaries of the Town so long as it is in compliance with the Town’s Land Use Bylaw, or the Livestock is boarded at an approved livery.
32. A Municipal Enforcement Officer may impound any Domestic Animal or Livestock found within the Town Running at Large or is otherwise in contravention of this Bylaw.

POUNDS AND POUNDKEEPERS

33. Council may establish one or more Pounds for keeping impounded Dogs, Cats and Domestic Animals and where Council has established a Pound, the Council shall set out the rules and regulations, not inconsistent with this Bylaw, pertaining to the conduct of the Poundkeeper and the administration of the approved Pound.
34. (1) The Poundkeeper shall keep all Dogs and Cats impounded for a period of at least seventy-two (72) hours including the day of impounding. Sundays, statutory holidays, and days that the Pound is not open shall not be included in the computation of the seventy-two (72) hour period.
- (2) Where a Dog or Cat that has been impounded bears obvious identification tattoos, brands, marks, tags or licenses, the Dog or Cat shall be kept by the Pound for a minimum of seventy-two (72) hours from the day that the Dog or Cat has been impounded and all reasonable steps are taken by the Municipal Enforcement Officer to locate the Owner during that time.
- (3) During this period, any healthy Dog or Cat may be redeemed by its Owner upon the Owner paying to the Poundkeeper impoundment fees for every twenty-four (24) hour period, or portion thereof, that the Dog or Cat has been impounded, any veterinarian costs for the treatment of the Dog or Cat, and where the Dog or Cat is required to be licensed and is not licensed, the appropriate license fee.
- (4) At the expiration of the time period in subsection (1) or (2) any impounded Dog or Cat that has not been redeemed may be sold, given away, or euthanized in a humane manner.
- (5) If the Owner of an impounded Dog or Cat is known but refuses to redeem the Dog or Cat, the Owner shall

11

nevertheless be liable for the cost of impounding, maintaining, or euthanizing the Dog or Cat and such costs shall be recovered by the Town as a debt owing to the Town.

35. When any other Domestic Animal or Livestock, other than Dogs or Cats, is impounded, the Poundkeeper, or Municipal Enforcement Officer, shall immediately after the impounding and before any sale thereof:
- (1) post in his office a notice describing the Domestic Animal or Livestock that was impounded, including the estimated age, sex, colour, and brand or other mark of identification and that he intends to sell the Domestic Animal or Livestock at a public auction to be held on the day stated therein; and
 - (2) mail a copy of the notice described in subsection (1) to the person believed to be the Owner of the Domestic Animal or Livestock.
36. (1) The Poundkeeper shall retain all impounded Domestic Animals or Livestock, other than Dogs or Cats, for a period of seven (7) days including the day of mailing of the notice referred to in Section 37. Sundays, Statutory Holidays, and days that the Pound is not open shall not be included in the computation of the seven (7) day period.
- (2) During this period, any healthy impounded Domestic Animal or Livestock, other than Dogs or Cats, may be redeemed by its Owner upon the Owner paying to the Poundkeeper impoundment fees for every twenty-four (24) hour period or portion thereof that the impounded Domestic Animal or Livestock has been impounded, any veterinarian costs for the treatment of the Domestic Animal or Livestock, and where the impounded Domestic Animal is required to be registered and is not registered, the appropriate license fee.
37. On the date fixed in the notice described in Section 37 the Domestic Animal or Livestock, other than Dogs or Cats, described therein shall, unless redeemed, be sold at public auction and the proceeds of such sale, after paying the cost of impounding, maintaining and selling the Domestic Animal or Livestock, shall be paid by the Town of Vermilion:

12

- (1) to the former Owner of the Domestic Animal or Livestock, other than Dogs or Cats, if he files with the Town of Vermilion within thirty (30) days of the sale a statutory declaration stating that he was the Owner of the Domestic Animal or Livestock sold; or
- (2) to the Town on the expiration of thirty (30) days from the date of the sale, if the former Owner of the Domestic Animal or Livestock, other than Dogs or Cats, does not file a statutory declaration describing in subsection (1) hereof within the time mentioned therein.

**AUTHORITY OF MUNICIPAL ENFORCEMENT OFFICERS AND
ENFORCEMENT GENERALLY**

- 38. A Municipal Enforcement Officer is hereby authorized to enforce the provisions of this Bylaw.
- 39. A Municipal Enforcement Officer is authorized to capture and impound all Dogs, Cats, other Domestic Animals or Livestock found Running at Large and to impound and deliver any Dog, Cat, other Domestic Animal or Livestock which he finds wounded, distressed, abandoned, at large, or diseased to a Registered Veterinarian and once treated to a Pound.
- 40. Any person who interferes with, hinders, delays, obstructs, prohibits, or otherwise impedes any Municipal Enforcement Officer or other municipal official or employee, in the performance of that Officer, official or employee's duties under this Bylaw is guilty of an offence and liable, upon summary conviction, to a fine as provided in **Schedule “B”** of this Bylaw.
- 41.
 - (1) The Municipal Enforcement Officer is authorized to enter upon any Private or Public Property in pursuit of a Dog, Cat, other Domestic Animal or Livestock Running at Large and take such reasonable measures as are necessary to subdue and capture any Dog, Cat, Domestic Animal or Livestock, including the use of cage traps and tranquillizer equipment.
 - (2) The authority of a Municipal Enforcement Officer under subsection (1) shall not extend to entering into any structure in use as a private residence, unless the Municipal Enforcement Officer has first received the consent of the owner or occupant to enter the structure.
- 42. A Municipal Enforcement Officer is hereby authorized and empowered to issue a Violation Tag to any Person who the Municipal Enforcement Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
- 43. A Violation Tag may be issued to such Person either:
 - (1) personally;
 - (2) posted upon the door of the Owner or the Person accused;
 - (3) by registered mail of a copy to such Owner or Person at his or her last-known post office address; or
 - (4) left with a competent person who resides with the Owner or the Person alleged to have committed such offence.
- 44. A Violation Tag issued pursuant to this Bylaw shall be in a form approved by the Town and shall state:

- (1) the name of the Owner or Person accused;
 - (2) the offence;
 - (3) the appropriate penalty for the offence as specified in **Schedule “B”** of this Bylaw;
 - (4) the time period in which the specified penalty must be paid in order to avoid prosecution for the alleged offence; and
 - (5) any other information as may be required by the Town.
45. Where a Violation Tag has been issued pursuant to this Bylaw, the Person to whom the Violation Tag has been issued may, in lieu of being prosecuted for the offence, pay to the Town the penalty specified on the Violation Tag.
46. In those cases where a Violation Tag has been issued, and if the penalty is not paid within the prescribed time period, a Municipal Enforcement Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedure Act*, as amended or repealed and replaced from time to time, to any Person whom the Municipal Enforcement Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
47. Notwithstanding Section 47 of or anything in this Bylaw, a Municipal Enforcement Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedure Act*, as amended or repealed and replaced from time to time, to any Person whom the Municipal Enforcement Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
48. Where a Violation Ticket has been issued to a person pursuant to this Bylaw, that Person may plead guilty to the offence by submitting to a Clerk of the Provincial Court, the specified penalty set out on the Violation Ticket at any time prior to the appearance date indicated on the Violation Ticket.
49. Except as otherwise provided in this Bylaw, a Person who is guilty of an offence under this Bylaw for which a penalty is not otherwise provided, is liable, upon summary conviction, to a fine of not more than Five Hundred (\$500.00) Dollars.
50. Where a Municipal Enforcement Officer or other designated officer of the Town has issued an Order pursuant to section 545 of the *Municipal Government Act*, RSA 2000 c.M-26, as amended, repealed and replaced from time to time, for the purpose of enforcing any provision of this Bylaw, any Person to whom the Order has been issued, who fails to comply with the terms and conditions of that Order within the time frame provided, shall be guilty of an offence and shall be liable, upon summary conviction, to a penalty as set out at **Schedule “B”** of this Bylaw.

GENERAL

51. No action shall be taken against any Person acting under the authority of this Bylaw for damages for destruction or other disposal of any Domestic Animal or Livestock.
52. Each section of this Bylaw shall be read and construed as being separate and severable from each other section. Furthermore, should any section or part of this Bylaw be found to have been improperly

14
enacted, for any reason, then such section or part shall be regarded as being severable from the rest of this Bylaw and the Bylaw remaining after such severance shall be effective and enforceable.

TRANSITION

- 53. This Bylaw shall come into effect upon the final passing thereof.
- 54. Bylaw No. 2-2007 and amendments thereto are hereby repealed upon this Bylaw coming into effect.

READ A FIRST TIME IN COUNCIL THIS ____ DAY OF _____, A.D. 2024

Mayor Town Manager

READ A SECOND TIME IN COUNCIL THIS ____ DAY OF _____, A.D. 2024

Mayor Town Manager

READ A THIRD TIME IN COUNCIL THIS ____ DAY OF _____, A.D. 2024

Mayor Town Manager

SCHEDULE “A”
Annual License Fees

Section	Description	Amount Per Year
5	Each Un-neutered or Un-spayed Dog or Cat which is over six (6) months of age	\$50.00
7	Junior License - Each Un-neutered or Un-spayed Dog or Cat which is under six (6) months of age	\$ Nil
*5	Each Neutered or Spayed Dog or Cat which is over six (6) months of age for which an Owner has supplied a Veterinarian’s Certificate certifying that such Dog or Cat has been neutered or spayed, as the case may be	\$ 20.00
6	Each Controlled Dog	\$250.00
11	Issuance of replacement License Tag	\$ 10.00

* The Veterinarian’s Certificate need only be supplied at the time an Owner makes his first application for a license for such Dog or Cat. A copy of the Veterinarian’s Certificate will be kept on file by the Town for the purpose of issuing a license for such Dog or Cat in subsequent years.

SCHEDULE “B”
Penalties

Section	Description	First Offence Amount	Second and Subsequent Offence Amount
5(4)	Failure to obtain Licence, Failure to renew license by January 15 th	\$ 100.00	\$ 150.00
6(2)	Failure to obtain Licence, Failure to renew license by January 15 th - <i>Controlled Dog</i>	\$ 200.00	\$ 300.00
8(2)	Failure to ensure that a license tag is worn by Dog or Cat when required	\$ 50.00	\$ 80.00
16	Keeping, harbouring, suffering or permitting an excess number of Dogs or Cats	\$ 150.00	\$ 300.00
18	Allowing a Dog to Run at Large	\$ 50.00	\$ 100.00
	Allowing a <i>Controlled Dog</i> to Run at Large	\$ 1,000.00	\$ 1,500.00
19(1), 19(2), 19(3)	Permitting a Dog or Cat to damage Public, or Private Property, defecate on property other than the Owner’s and fail to remove, or allow defecated matter to accumulate or remain and create nuisance.	\$ 50.00	\$ 100.00
	<i>Controlled Dog</i>	\$ 200.00	\$ 500.00
20(1), 20(2)	Dog or Cat disturbs the quiet or repose of any person	\$ 75.00	\$ 125.00
	<i>Controlled Dog</i>	\$ 200.00	\$ 500.00
21	A Dog or Cat that		
	(1) bites, attacks, threatens any person	\$ 200.00	\$ 350.00
	<i>Controlled Dog</i>	\$ 1,000.00	\$ 1,500.00
	(2) chase motor vehicles, bicycles, horseback or person walking or running	\$ 200.00	\$ 350.00
	<i>Controlled Dog</i>	\$ 1,000.00	\$ 1,500.00
	(3) kills, attacks, injuries or otherwise harasses Livestock, poultry, wildlife or other Domestic Animals	\$ 150.00	\$ 300.00
	<i>Controlled Dog</i>	\$ 1,000.00	\$ 1,500.00
22	Failure to contain or restrain Dog or Cat in heat	\$ 100.00	\$ 200.00
23	Release of Dog or Cat that was tied or otherwise restrained, without permission of Owner	\$ 50.00	\$ 100.00
27 (4)	Failure to obtain, keep in force, a liability insurance policy for a Controlled Dog	\$ 500.00	\$ 750.00
28(5)	Failure to comply with Controlled Dog provisions	\$ 500.00	\$1,000.00
30 (6)	Failure to keep and contain rabbits in accordance with the Bylaw	\$ 150.00	\$ 250.00
39	Captured or impounded animal	\$ 50.00	\$ 100.00
41	Interference with Municipal Enforcement Officer, municipal official or employee	\$ 500.00	\$ 750.00

SCHEDULE “C”

LIVESTOCK SHALL INCLUDE:

- 1. Cattle
- 2. Horses
- 3. Sheep
- 4. Goats
- 5. Pigs
- 6. Llamas
- 7. Geese
- 8. Turkeys

STAFF RECOMMENDATIONS**DATE:**16 Jul 2024**TOPIC:**

Urban Laying Hen Bylaw

PROPOSAL:

The purpose of this bylaw is to regulate the keeping of Urban Laying Hens to ensure order and compliance within urban settings. Key prohibitions include the banning of roosters and the requirement that hens kept must be licensed Urban Laying Hens.

To obtain an Urban Laying Hen License, an applicant must submit a form, pay a fee, and meet specific eligibility criteria, including property ownership and residency. The Town of Vermilion may issue a maximum number of Urban Laying Hen Licenses that shall be based on a maximum of 20 dwellings(residences) which may each obtain a maximum of 4 licenses. Criteria for refusal or renewal of a license include non-compliance with the bylaw, provision of false information, failure to pay fines or fees, or general public interest concerns.

Licenses are valid for a calendar year, are non-transferable, and must be produced upon request by the Town or a Peace Officer. This bylaw also establishes an appeal process for refused or non-renewed licenses, providing a structured framework for the management and control of Urban Laying Hen keeping within the town's urban areas.

PROPOSED BY:

Michael Van Der Torre

STAFF RECOMMENDATIONS:

That Council for the Town of Vermilion give first reading to Bylaw No. 7.2024 Urban Laying Hens Bylaw.

Submitted By:

Michael Van Der Torre

Department Head

BYLAW NO. 7.2024
OF THE TOWN OF VERMILION,
IN THE PROVINCE OF ALBERTA,
TO REGULATE THE KEEPING OF LAYING HENS IN URBAN AREAS

WHEREAS pursuant to section 7 of the Municipal Government Act the council of a municipality may pass bylaws for municipal purposes respecting: the safety, health and welfare of people and the protection of people and property; wild and domestic animals, and activities in relation to them; and the enforcement of bylaws; and

WHEREAS pursuant to section 8 of the Municipal Government Act the council of a municipality may, in a bylaw, regulate or prohibit and provide for a system of licenses, permits and approvals.

NOW THEREFORE, COUNCIL OF THE TOWN OF VERMILION, IN THE PROVINCE OF ALBERTA, ENACTS AS FOLLOWS:

1. This bylaw may be called the “Urban Laying Hen Bylaw”.

2. For the purposes of this bylaw:

- (a) “Urban Laying Hen License” means a license issued by the Town pursuant to this Bylaw authorizing the license holder to keep Urban Laying Hens on a specific property within an Urban Area.
- (b) “Coop” means a fully enclosed weatherproof structure and attached Outdoor Enclosure used for the keeping of Urban Laying Hens, that is no larger than 10 m² in floor area, and no more than 2.4m in height.
- (c) “Hen” means a domesticated female Urban Laying Hen.
- (d) “Municipal Tag” means a document alleging an offence issued pursuant to the authority of a Bylaw of the Town.
- (e) “Outdoor Enclosure” means a securely enclosed, roofed outdoor area attached to and forming part of a Coop having a bare earth or vegetated floor for Urban Laying Hens to roam.
- (f) “Peace Officer” has the same meaning as in the *Provincial Offences Procedure Act*.
- (g) “Rooster” means a domesticated male chicken.
- (h) “Urban Laying Hen” means a Hen that is at least 16 weeks of age.
- (i) “Violation Ticket” has the same meaning as in the *Provincial Offences Procedure Act*.
- (j) “Urban Area” means lands located within the Town on which agricultural operations.

Purpose

3. The purpose of this bylaw is to regulate and control the keeping of Urban Laying Hens within Urban Areas.

Prohibitions

4. In an Urban Area, no person shall:

- (a) keep a Rooster.
- (b) keep a Hen, other than an Urban Laying Hen for which a valid license has been issued.

Urban Laying Hen License

5. A person may apply to keep no more than (4) Urban Laying Hens by:

- (a) submitting a completed application, on the form approved by the Town, and
- (b) paying a license fee of \$10.00 per urban laying hen.

6. The Town may not issue or renew a Urban Laying Hen License unless satisfied that:

- (a) the applicant is the owner of the property on which the Urban Laying Hens will be kept, or that the owner of the property has provided written consent to the application.
- (b) the applicant resides on the property on which the Urban Laying Hens will be kept;
- (c) the applicable fee has been paid; and
- (d) all required information has been provided.

7. The maximum number of Urban Laying Hen Licenses that may be issued shall be based on a maximum of 20 dwellings (residences) which may each obtain a maximum of 4 licenses.

8. The Town may refuse to grant or renew an Urban Laying Hen License for the following reasons:

- (a) the applicant or license holder does not or no longer meets the requirements of this bylaw for an Urban Laying Hen License.
- (b) the applicant or license holder:
 - i. furnishes false information or misrepresents any fact or circumstance to the Town or a Peace Officer.
 - ii. has, in the opinion of the Town based on reasonable grounds, contravened this bylaw whether the contravention has been prosecuted.

iii. fails to pay a fine imposed by a court for a contravention of this Bylaw or any other applicable Bylaw related to the keeping of Urban Laying Hens; iv. fails to pay any fee required by this or any applicable Bylaw; or

(c) in the opinion of the Town based on reasonable grounds it is in the public interest to do so.

9. If the Town refuses to grant or renew an Urban Laying Hen License, the applicant may appeal the decision to the Town of Vermilion.

10.A Urban Laying Hen License is valid only for the period January 1 to December 31 in the year for which it is issued.

11.A Urban Laying Hen License is not transferable from one person to another or from one property to another.

12.A person to whom an Urban Laying Hen License has been issued shall produce the license at the demand of the Town or a Peace Officer.

Keeping of Urban Urban Laying Hens

13.A person who keeps Urban Laying Hens must:

(a) any person wanting to keep urban Laying Hens must obtained a Premises Identification (PID) under the Alberta Animal Health Act

(b) provide and maintain, in the Coop, at least one nest box per coop and one perch per Hen, that is at least 15 cm long.

(c) locate the coop in a place that is mindful and considerate of neighbours.

(d) provide each Hen with food, water, shelter, light, ventilation, care, and opportunities for essential behaviors such as scratching, dustbathing, and roosting, all sufficient to maintain the Hen in good health.

(e) maintain the Coop in good repair and sanitary condition, and free from vermin and noxious or offensive smells and substances.

(f) construct and maintain the Coop to prevent any rodent from harbouring underneath or within it or within its walls, and to prevent entrance by any other animal.

(g) keep a food container and water container in the Coop.

(h) keep the Coop secured from sunset to sunrise.

(i) remove leftover feed, trash, and manure in a timely manner.

(j) store feed within a fully enclosed container.

(k) dispose and store manure within a fully enclosed container, and store no more than 3 cubic feet of manure at a time.

- (l) remove all other manure not used for composting or fertilizing and dispose of accordingly.
- (m) provide each Hen with at least 0.37 m² of interior floor area, and no greater than a total of 8m² of Outdoor Enclosure, within the Coop.
- (n) Follow procedures recommended by the Federal and Provincial Governments to reduce potential disease outbreak.
- (o) keep Hens for personal use only.

14. No person who keeps Urban Laying Hens shall:

- (a) sell eggs, manure, meat, or other products derived from Hens.
- (b) slaughter a Hen on the property.
- (c) dispose of a Hen except by delivering it to a farm, abattoir, veterinarian, or other operation that is lawfully permitted to dispose of Hens; and
- (d) keep a Hen in a cage, kennel, or any shelter other than a Coop.

Offence and Penalties

- 15. A person who contravenes any provision of this Bylaw is guilty of an offence.
- 16. A person who is guilty of an offence is liable to a fine in an amount not less than \$100.00.
- 17. Without restricting the generality of section 16, the fine amount established for use on Municipal Tags and for Violation Tickets if a voluntary payment option is offered is \$150.00.

Municipal Tag

18. A Peace Officer is authorized and empowered to issue a Municipal Tag to any person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw

19. A Municipal Tag may be issued to such person:

- (a) either personally; or
- (b) by mailing a copy to such a person at his or her last known post office address.

20. The Municipal Tag shall be in a form approved by the Town and shall state:

- (a) the name of the Person.
- (b) the offence.
- (c) the specified penalty established by this Bylaw for the offence.
- (d) that the penalty shall be paid within 14 days of the issuance of the Municipal Tag; and

(e) any other information that may be required by the Town. Payment in Lieu of Prosecution

21. Where a Municipal Tag is issued pursuant to this Bylaw, the person to whom the Municipal Tag is issued may, in lieu of being prosecuted for the offence, pay to the Town the penalty specified within the time period indicated on the Municipal Tag Violation Ticket.

22. If a Municipal Tag has been issued and if the specified penalty has not been paid within the prescribed time, then a Peace Officer is authorized and empowered to issue a Violation Ticket pursuant to the Provincial Offences Procedure Act.

23. Despite section 22, a Peace Officer is authorized and empowered to issue a Violation Ticket to any person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.

24. If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:

- (a) specify the fine amount established by this Bylaw for the offence; or
- (b) require a person to appear in court without the alternative of making a voluntary payment.

Voluntary Payment

25. A person who commits an offence may:

- (a) if a Violation Ticket is issued in respect of the offence; and
- (b) if the Violation Ticket specifies the fine amount established by this Bylaw for the offence;
make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the Violation Ticket, the specified penalty set out on the Violation Ticket.

Obstruction

26. No Person shall obstruct or hinder any person in the exercise or performance of the person's powers pursuant to this Bylaw.

Powers of The Town

27. Without restricting any other power, duty or function granted by this Bylaw, the Town may:

- (a) carry out any inspections to determine compliance with this Bylaw.
- (b) take any steps or carry out any actions required to enforce this Bylaw.
- (c) take any steps or carry out any actions required to remedy a contravention of this Bylaw.
- (d) establish forms for the purposes of this Bylaw; and

(e) delegate any powers, duties, or functions under this Bylaw to a Town employee.

General

28. Nothing in this Bylaw relieves a person from complying with any Federal or Provincial law or regulation, other Town Bylaw, or any requirement of any lawful permit, order, or license.

Severability

29. Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

Enactment

30. This Bylaw shall come into force and effect when it has received a third reading and has been duly signed.

Additional resources

<https://www.afac.ab.ca/wp-content/uploads/2019/01/hen-manual.pdf>

COMMITTEE RECOMMENDATION

COMMITTEE:

Parks, Recreation, Culture and Environment

ITEM:

2024/2025 Ice User Rental Ratee

BACKGROUND:

As per the policy, Parks, Recreation, Culture and Environment Committee review the ice rates. This involves a comparison to other communities, and a review of expenses for the season. Through discussion it was determined that we are starting to have a need for increased rates to help cover the costs and expenses of the facility. There has not been a rate increase since 2020 due to Covid-19. With inflation and rising utility costs the committee feels it is appropriate for a larger increase this season to get rates back on track.

COMMITTEE RECOMMENDATIONS:

That Council for the Town of Vermilion approves the Parks, Recreation, Culture and Environment Committee to increase Ice Rates 4% for the 2024/2025 season. Effective September 1st, 2024.

Michael Van der Torre

Ryan Leahy

Department Head

Committee Chairman

June 21 – July 16, 2024

CHIEF ADMINISTRATIVE OFFICER REPORT

- ELT meeting
- HR internal meeting
- Staff Meetings
- AHS meeting
- ELT meeting
- Preliminary budget discussions
- Alberta Municipalities meeting
- Parks, Rec, Culture and Environment meeting
- Region Emergency Management Collective
- Town and County ILC meeting
- Legal meetings



**Community Services
Director Report**
July 10, 2024

PARKS & RECREATION:

- Grass cutting in full swing.
- Summer students in place.
- Gopher control – may have Rocon business to help out.
- Mulch being added everywhere.
- Hanging baskets looking great.

COMMUNITY SERVICES:

- Summer fun began.
- Summer fun registration higher than 2023.
- Fair prep meetings.

OUTDOOR FACILITIES:

- Baseball provincials went well.
- Baseball groups looking at new signage and advertising.

INDOOR FACILITIES:

Curling Rink/Arena/Stadium/VRC:

- Circus in the arena.
- VRC has had some HVAC issues.

CPO:

- Routine patrols in Vermilion and Mannville
- Community checks for unkept yards.

FCSS

- FCSS Advisory Committee breaks for summer months, next meeting is September 9th.
- FCSS funding applications to be circulated in August, application deadline is September 30 for the 2025 budget year.

Vermilion Regional Centre Updates

- Air exchange unit breakdown, three options for repairs, Mike to follow-up with Martin's Plumbing.
- Two air conditioning roof top units required repair.
- The back kitchen door required repairs.
- Plumbing issues in the facility lately.
- North outside wall is damaged from possible improper siding installation.
- Weekly meetings for Rotary Club in July
- Continue to respond to ongoing inquiries on facility bookings
- Blood Donor Clinic Monday, July 8, 2024
- Funeral Lunch Thursday, July 11
- Emergency Training Centre, Lakeland College Driver Training July 15-18 in the parking lot
- Wedding season, three weddings in July, one wedding anniversary, two bookings related to the Vermilion Fair
- Facility Coordinator work hours - two days per week for July and August, using vacation days

Infrastructure and Planning Services

Directors Report

July 16, 2024

Capital	● 2024 Street Improvement – Starting early July ● Investigating technical requirements for the east reservoir pump replacement ● Meter Vault Replacement – Finalizing Engineering
Operations	● Preparing for the Vermilion Fair & Parade ● Downtown paver maintenance ● Painting parking stalls & curbs ● Grading alleys and roads ● Pothole repairs ● Street sweeping ● Jetting sewer lines ● Hydrant painting & maintenance ● Valve cleaning & exercising ● New water service installation and relocations ● Lagoon site maintenance ● WWTP calibrations and inspections



CORPORATE SERVICES

DIRECTOR REPORT

July 2024

GENERAL CORPORATE SERVICES

- 2025 Capital Budget templates prepared and distributed to Directors
- ERP system implementation ongoing
- Town Hall refurbishment/modernization project complete
- GL integration complete
- **During implementation of ERP system access to customer self service / eservice / online portal will be temporarily disrupted**

UTILITY BILLING

- Residents reminded to pay 3-5 business days in advance of deadline to allow funds transfer to occur
- Residents have the option to receive bills by email or mail, if you aren't receiving your bill contact us
- Residents encouraged to use automatic monthly withdrawals

INFORMATION TECHNOLOGY

- Continuous security improvement projects ongoing
- Utilizing local contract for several projects and requests
- Hardware evergreening underway for 2024

PROPERTY TAX

- Tax notices for 2024 mailed out
- Tax certificates will soon (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

MANAGER ECONOMIC DEVELOPMENT

ECONOMIC DEVELOPMENT

- Industrial lots in Yellowhead Business Park
 - Working on additional lot sales
 - Working with Highway Commercial lot inquiries
 - Developing New Business Retail Inquiries looking to develop in Vermilion/Site Selection Land Packages
 - Keeping the VIC updated
 - Housing Analysis Work
 - Pylon Sign work
 - Business Visits
 - Website platform transfer work
 - iART Drone Meeting
 - Events Calendar updates
 - Swag/Business Cards/Name Plate orders
 - Press Releases
 - Website – ongoing updates
-
-



Meeting Minutes
Regular Council Meeting

May 28, 2024, 9:00 AM
Council Chambers/VIA ZOOM Webinar
4912 50 Ave
Kitscoty, Alberta, Canada

Attendance

Reeve Marty Baker
Deputy Reeve Leslie Cusack
Councillor Dale Swyripa
Councillor Stacey Hryciuk
Councillor George Kuneff
Councillor Clinton Murray
REGRETS – Councillor Jason Stelmaschuk

Staff Present

CAO Alan Parkin
Executive Assistant Susan Hodges Marlowe
Assistant CAO Hannah Musterer
General Manager of Public Works Ben McPhee
Director of Planning and Development Roger Garnett
Operations Manager Darrell Denis
Safety Chris Neureuter
Assistant Ag Fieldman Darin Beckett
Tax and Assessment Administrator Jodi McIlwraith
Finance Nancy Miciak
Planning and Community Services Administrative Assistant
Andrea Neufeld
Public Works Administrative Assistant Karri Shurnaik

1. CALL TO ORDER

Reeve M. Baker called the May 28, 2024 Regular Council Meeting to order at 9:00 AM with all members in attendance except Councillor Jason Stelmaschuk.

This meeting was open to the public in person or via ZOOM webinar registration with one member of the public registered to attend. Lorne Jesse who entered at 9:00 AM.

2. OPENING INSPIRATION - DEPUTY REEVE LESLIE CUSACK

Deputy Reeve L. Cusack provided an opening inspiration to the May 28, 2024 Regular Council Meeting.

3. ADDITIONS TO AGENDA

4. ADOPTION OF AGENDA

Motion Number: 2024-05-55

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River approve the May 28, 2024 Regular Council Meeting Agenda as presented.

CARRIED

5. ADOPTION OF MINUTES

5.a REGULAR COUNCIL MEETING - MAY 14, 2024

Motion Number: 2024-05-56

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River approve the May 14, 2024 Regular Council Meeting Minutes as presented.

CARRIED

Director of Agriculture and Environment Cathie Erichsen Arychuk entered the meeting at 9:02 AM.

6. COUNCIL NEW BUSINESS

6.a CHIEF ADMINISTRATIVE OFFICER REPORT

1. MAY MEETING AND EVENTS

CALENDARS, COUNCIL ACTION TRACKER

Motion Number: 2024-05-57

Moved by Councillor D. Swyripa

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

CARRIED

Development Authority Officer Michelle Harvey and Finance Manager Natasha Wobeser entered the meeting at 9:04 AM.

6.b FINANCE

1. APRIL 2024 FINANCIAL REPORT

Motion Number: 2024-05-58

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River accept the April 2024 Financial Report as presented.

CARRIED

2. Request for Information

Engineering Technician Tristan Pidruchney and Public Works Administrative Assistant Holli Harty entered the meeting at 9:06 AM.

6.c PUBLIC WORKS AND UTILITIES

1. 2025 GRADER REPLACEMENTS PURCHASE – MOTION REQUIRED

Motion Number: 2024-05-59

Moved by Councillor C. Murray

THAT the County of Vermilion River approve the purchase of three (3) Caterpillar 140 AWD Motor Graders from Finning (Canada) a division of Finning International Inc. for a total of \$1,838,281.50 plus GST to replace three (3) graders for 2025.

CARRIED

2. RANGE ROAD 23 PROJECT AWARD

Motion Number: 2024-05-60

Moved by Councillor C. Murray

THAT the County of Vermilion River award the Range Road 23 rehabilitation project to Top Grade Construction for a total contract value of \$305,235.00 plus GST to be cost shared with CNRL and the County of Vermilion River.

CARRIED

3. 2024 ROAD REHAB UPDATED PROJECTS

Motion Number: 2024-05-61

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River accept the information regarding 2024 Road Rehab Updated Projects as presented.

CARRIED

4. CONCERN TRACKER REPORT

Motion Number: 2024-05-62

Moved by Councillor D. Swyripa

THAT the County of Vermilion River receive the Current Concern Tracker Report for May 8, 2024, to May 21, 2024, and the Active and In-Progress Concern Tracker Report up to May 7, 2024, for information only.

CARRIED

5. PUBLIC WORKS MONTHLY REPORT FOR APRIL 2024.

Motion Number: 2024-05-63

Moved by Councillor D. Swyripa

THAT the County of Vermilion River receive the Public Works monthly report for April 2024 for information.

CARRIED

6. Request for Information

Human Resources Manager Kathy Jeffrey entered the meeting at 9:24 AM.

6.d NATURAL GAS UTILITY

1. Request for Information

6.e AGRICULTURE AND ENVIRONMENT

1. 2024 APPOINTMENT OF AGRICULTURAL FIELDMAN, WEED INSPECTORS, PEST INSPECTORS AND SOIL CONSERVATION INSPECTORS – MOTION REQUIRED

Motion Number: 2024-05-64

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River appoint Cathie Erichsen Arychuk as Agricultural Fieldman for 2024.

CARRIED

Motion Number: 2024-05-65

Moved by Councillor G. Kuneff

THAT the County of Vermilion River appoint Cathie Erichsen Arychuk, Darin Beckett, Kendall Leuschen, Trinity Long, Caleb Tabler, Cole Teasdale and Amelle Tizzard as Weed Inspectors for the County of Vermilion River for 2024.

CARRIED

Motion Number: 2024-05-66

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River appoint Cathie Erichsen Arychuk, Darin Beckett, Kendall Leuschen, Trinity Long, Caleb Tabler, Cole Teasdale and Amelle Tizzard as Pest Inspectors for the County of Vermilion River for 2024.

CARRIED

Motion Number: 2024-05-67

Moved by Councillor D. Swyripa

THAT the County of Vermilion River appoint Cathie Erichsen Arychuk, Darin Beckett and Kendall Leuschen as Soil Conservation Inspectors for the County of Vermilion River for 2024.

CARRIED

2. Request for Information

C. Erichsen Arychuk left the meeting at 9:45 AM

6.f PROTECTIVE SERVICES

1. Request for Information

6.g PLANNING AND COMMUNITY SERVICES

1. 2024 CEMETERY IMPROVEMENT FUNDING – FOR INFORMATION

Motion Number: 2024-05-68

Moved by Councillor G. Kuneff

THAT the County of Vermilion River receive the Cemetery Improvement Funding update as information.

CARRIED

2. REQUEST FOR COUNTY OF VERMILION RIVER TO PURCHASE PORTION OF ROAD ALLOWANCE – MOTION REQUIRED

Motion Number: 2024-05-69

Moved by Councillor C. Murray

THAT the County of Vermilion River offer to purchase a portion of 50-RLY-499CL in the amount of \$ 500.00 for the purposes of adding to the road right-of-way.

CARRIED

3. REQUEST TO DRAW FROM RESERVE – MOTION REQUIRED

Motion Number: 2024-05-70

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River allow Planning and Community Services to draw up to \$150,000.00 from the Development General Reserve for the clean-up of Lot 5, Block 4, Plan 647EO within the Hamlet of Dewberry.

DEFEATED

4. Request for Information

6.h GENERAL ADMINISTRATION

1. Request for Information

2. BATTLE RIVER WATERSHED ALLIANCE AGM INFORMATION

Motion Number: 2024-05-71

Moved by Councillor D. Swyripa

THAT the County of Vermilion River receive the Battle River Watershed Alliance AGM correspondence as information.

CARRIED

3. LETTERS MUNICIPAL AFFAIRS MINISTER MCIVER

Motion Number: 2024-05-72

Moved by Councillor G. Kuneff

THAT the County of Vermilion River receive the letters from Municipal Affairs Minister Ric McIver as information.

CARRIED

4. ALBERTA CENTRAL EAST WATER CORPORATION FINANCIAL STATEMENTS 2023

Motion Number: 2024-05-73

Moved by Reeve M. Baker

THAT the County of Vermilion River receive the Alberta Central East Water Corporation Financial Statement for 2023 as information.

CARRIED

**5. CORRESPONDENCE RURAL MUNICIPALITY OF BRITANNIA
NO. 502**

Motion Number: 2024-05-74

Moved by Councillor C. Murray

THAT the County of Vermilion River receive the correspondence from the Rural Municipality of Britannia No. 502 as information.

CARRIED

**6. OFFICE CLOSURE FOR STAFF SAFETY BARBECUE ON JUNE
18, 2024**

Motion Number: 2024-05-75

Moved by Councillor G. Kuneff

THAT the County of Vermilion River approve the closer of County of Vermilion River offices during the hours of 12:00 PM to 4:30 PM n end of day on June 18, 2024 in order for staff to attend the safety barbecue and safety awards and presentation.

CARRIED

RECESS – THAT the County of Vermilion River Regular Meeting of Council recess at 10:00 AM and reconvened at 10:07 AM with all members in attendance except Councillor Jason Stelmaschuk.

7. POLICIES

**7.a POLICY PW 006 DUST SUPPRESSION – 7TH REVISION – MOTION
REQUIRED**

Motion Number: 2024-05-76

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River approve the revision to Policy PW 006 Dust Suppression as presented and that this policy will be reviewed in 2024.

CARRIED

Executive Assistant Susan Hodges Marlowe left the meeting at 10:13 and returned at 10:14 AM.

**7.b POLICY PW 011 – TEXAS GATE STANDARDS AND PROCEDURES
POLICY – 1ST REVISION – MOTION REQUIRED**

Motion Number: 2024-05-77

Moved by Reeve M. Baker

THAT the County of Vermilion River receive and approve Policy PW 011 – Texas Gates Standards and Procedures Policy as presented.

CARRIED

7.c RESCIND POLICY PW 016 – BRUSHING RIGHT-OF-WAYS POLICY

Motion Number: 2024-05-78

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River rescind policy PW 016 – Brushing Right-of-ways Policy.

CARRIED

**7.d RESCIND POLICY PW 018 – SPEED CONTROL AREAS – MOTION
REQUIRED**

Motion Number: 2024-05-79

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River rescind Policy PW 018 – Speed Control Areas and implement it as a Directive.

CARRIED

7.e RESCIND POLICY PW021 – AIRCRAFT STRIPS AND USE OF ROADS

Motion Number: 2024-05-80

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River rescind Policy PW 021 – Aircraft Strips and Use of Roads.

CARRIED

7.f RESCIND POLICY PW 028 – INTERSECTION SAFETY – PRIVATE LAND

Motion Number: 2024-05-81

Moved by Councillor D. Swyripa

THAT the County of Vermilion River rescind policy PW 028 – Intersection Safety – Private Land.

CARRIED

7.g POLICY PW 031 – BRUSH CONTROL

Motion Number: 2024-05-82

Moved by Councillor C. Murray

THAT the County of Vermilion River approve Policy PW 031 - Brush Control as presented.

CARRIED

7.h POLICY UT 002 (1ST REVISION) COLLECTION OF WATER AND SEWER UTILITY ACCOUNTS

Motion Number: 2024-05-83

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River approve Policy UT 002 Collection of Water and Sewer Utility Accounts as presented.

CARRIED

8. BYLAWS

8.a BYLAW 24-13 – USE OF FLASHING GREEN LIGHTS BY MUNICIPAL FIREFIGHTERS

Motion Number: 2024-05-84

Moved by Councillor G. Kuneff

THAT the County of Vermilion River Policy give First Reading to Bylaw 24-13, being a bylaw for the purpose of allowing municipal firefighters to use flashing green lights while responding to emergencies.

CARRIED

Motion Number: 2024-05-85

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy give Second Reading to Bylaw 24-13, being a bylaw for the purpose of allowing municipal firefighters to use flashing green lights while responding to emergencies.

CARRIED

Motion Number: 2024-05-86

Moved by Councillor D. Swyripa

THAT the County of Vermilion River Policy Introduce for Third and Final Reading to Bylaw 24-13, being a bylaw for the purpose of allowing municipal firefighters to use flashing green lights while responding to emergencies.

CARRIED UNANIMOUSLY

Motion Number: 2024-05-87

Moved by Councillor G. Kuneff

THAT the County of Vermilion River Policy give Third and Final Reading to Bylaw 24-13, being a bylaw for the purpose of allowing municipal firefighters to use flashing green lights while responding to emergencies.

CARRIED

8.b BYLAW 24-14 – BYLAW ENFORCEMENT OFFICER POWERS AND DUTIES BYLAW

Motion Number: 2024-05-88

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River give First Reading to Bylaw 24-14, being a bylaw to establish the powers and duties of Bylaw Enforcement Officers.

CARRIED

Motion Number: 2024-05-89

Moved by Councillor D. Swyripa

THAT the County of Vermilion River give Second Reading to Bylaw 24-14, being a bylaw to establish the powers and duties of Bylaw Enforcement Officers.

CARRIED

Motion Number: 2024-05-90

Moved by Councillor G. Kuneff

THAT the County of Vermilion River Introduce for Third and Final Reading to Bylaw 24-14, being a bylaw to establish the powers and duties of Bylaw Enforcement Officers.

CARRIED UNANIMOUSLY

Motion Number: 2024-05-91

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River give Third and Final Reading to Bylaw 24-14, being a bylaw to establish the powers and duties of Bylaw Enforcement Officers.

CARRIED

D. Beckett left the meeting at 10:30 AM.

Payroll Administrator Pauline Ulliac entered the meeting at 10:32 AM.

H. Harty left the meeting at 10:33 AM

9. NOTICES OF MOTION

10. COUNCIL REPORTS

Councillor George Kuneff reported on ALUS and the Vermilion River Regional Waste Management Commission.

Councillor Dale Swyripa had no meetings to report on.

Councillor Clinton Murray reported on the Lloydminster and Regional Health Advisory.

Reeve Marty Baker reported on ACE Water, Vermilion River Regional Waste Management Commission, Meeting with Municipal Affairs Minister McIver, Vermilion and District Health Foundation.

Deputy Reeve Leslie Cusack reported on Northern Lights Library.

Councillor Stacey Hryciuk reported on Vermilion River Regional Waste Management Commission, Vermilion and District Housing Foundation, FOCUS barbecue and FCSS funding photos with organizations.

RECESS – THAT the County of Vermilion River Regular Meeting of Council recess at 10:43 AM to remove public and staff from meeting and reconvened at 10:43 AM with all members in attendance except Councillor Jason Stelmaschuk.

11. CLOSED SESSION - CONFIDENTIAL

Motion Number: 2024-05-92

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River Regular Meeting of Council move to a Closed Session at 10:43 AM with all members in attendance except for Councillor Jason Stelmaschuk.

CARRIED

Chief Administrative Officer Alan Parkin entered the Closed Session meeting at 10:43 AM.

**11.a ADVICE FROM OFFICIALS - PERSONNEL ORGANIZATIONAL CHART
- FOIP SECTION 24(1)(a)**

**11.b ADVICE FROM OFFICIALS - TRANSPORTATION FUNDING - FOIP
SECTION 24(1)(g)**

12. RETURN TO OPEN SESSION

Motion Number: 2024-05-93

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Regular Meeting of Council return to Open Session at 11:13 AM with all members in attendance.

CARRIED

RECESS – THAT the County of Vermilion River Regular Meeting of Council recess at 11:13 AM and reconvened at 11:15 AM with all members in attendance except Councillor Jason Stelmaschuk.

13. BUSINESS ARISING OUT OF CLOSED SESSION

13.a REVISION TO ORGANIZATIONAL CHART

Motion Number: 2024-05-94

Moved by Councillor C. Murray

THAT the County of Vermilion River approves the revision to the County of Vermilion River Organizational Chart of moving the Human Resources Administration position from direct report of Director of Corporate Services to the Human Resources Administration being a direct report of the Chief Administrative Officer.

CARRIED

14. ADJOURNMENT

Reeve M. Baker adjourned the May 28, 2024 Regular Council Meeting at 11:16 AM with all members in attendance except Councillor Jason Stelmaschuk.

Marty Baker, Reeve

Alan Parkin, Chief Administrative Officer



Meeting Minutes
Regular Council Meeting

June 11, 2024, 9:00 AM
Council Chambers/VIA ZOOM Webinar
4912 50 Ave
Kitscoty, Alberta, Canada

Attendance

Reeve Marty Baker
Deputy Reeve Leslie Cusack
Councillor Dale Swyripa
Councillor Stacey Hryciuk
Councillor George Kuneff
Councillor Jason Stelmaschuk
Councillor Clinton Murray

Staff Present

CAO Alan Parkin
Executive Assistant Susan Hodges Marlowe
ACAO Hannah Musterer
Director of Corporate Services Viren Tailor
Director of Corporate Services Roger Garnett
Director of Agriculture and Environment Cathie Erichsen Arychuk
Public Works General Manager Ben McPhee
Finance Nancy Miciak
Development Authority Officer Michelle Harvey
Payroll/Insurance Pauline Ulliac
Engineering Technician Tristan Pidruchney
Taxes and Assessment Administrator Jodi McIlwraith
Planning and Community Services Administrative Assistant
Andrea Neufeld
Protective Services Administrative Assistant Jolene Levesque
Public Works Administrative Assistant Jennifer

1. CALL TO ORDER

Reeve M. Baker called the June 11, 2024 Regular Council Meeting to order at 9:00 AM with all members in attendance.

This meeting was open to the public in person or via ZOOM webinar registration with no members of the public registered to attend.

Lea Park Rodeo representatives Rick Hozack and Don Schultz entered the meeting at 9:00 AM.

2. OPENING INSPIRATION – REEVE MARTY BAKER

Reeve Marty Baker provided an opening inspiration to the June 11, 2024 Regular Council Meeting.

3. ADDITIONS TO AGENDA

7.c.2 TOWNSHIP 522

CLOSED SESSION - 10.e DISCLOSURE HARMFUL TO
INTERGOVERNMENTAL RELATIONS - LLOYDMINSTER AND DISTRICT
HOUSING GROUP - FOIP SECTION 21(1)(a)(ii)

4. ADOPTION OF AGENDA

Motion Number: 2024-06-01

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River approve the June 11, 2024 Regular Council Meeting Agenda as amended to include:

7.c.2 TOWNSHIP 522

CLOSED SESSION - 10.e DISCLOSURE HARMFUL TO
INTERGOVERNMENTAL RELATIONS - LLOYDMINSTER AND DISTRICT
HOUSING GROUP - FOIP SECTION 21(1)(a)(ii)

CARRIED

5. ADOPTION OF MINUTES

5.a REGULAR COUNCIL MEETING MAY 28, 2024

Motion Number: 2024-06-02

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River approve the May 28, 2024 Regular Council Meeting Minutes as presented.

CARRIED

Director of Protective Services Kirk Hughes entered the meeting at 9:02 AM.

5.b POLICY & PRIORITY COMMITTEE MEETING MAY 21, 2024

Motion Number: 2024-06-03

Moved by Councillor G. Kuneff

THAT the County of Vermilion River approve the May 21, 2024 Policy and Priorities Committee Meeting Minutes as presented.

CARRIED

6. APPOINTMENT

6.a 9:05 AM - LEA PARK RODEO - RICK HOZACK AND DON SCHULTZ

R. Hozack and D. Schultz left the meeting at 9:27 AM.

7. COUNCIL NEW BUSINESS

7.a CHIEF ADMINISTRATIVE OFFICER REPORT

1. MAY REPORT - CHIEF ADMINISTRATIVE OFFICER

Motion Number: 2024-06-04

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River approves the Chief Administrative Officers Report for May as information.

CARRIED

Motion Number: 2024-06-05

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River approves the Chief Administrative Officer vacation request for September 11, 12, 13, and 16, 2024.

CARRIED

2. COUNCIL MEETING AND EVENTS CALENDARS

Motion Number: 2024-06-06

Moved by Councillor J. Stelmaschuk

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

CARRIED

7.b FINANCE

1. LOCAL GOVERNMENT FISCAL FRAMEWORK CAPITAL AND OPERATING PROGRAMS – MOTION REQUIRED

Motion Number: 2024-06-07

Moved by Councillor C. Murray

THAT the County of Vermilion River enter into agreement with His Majesty in Right of Alberta for the Local Government Fiscal Framework Capital Program.

CARRIED

Motion Number: 2024-06-08

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River instruct the Reeve and the CAO to sign the Memorandum of Agreement for the Local Government Fiscal Framework Capital Program.

CARRIED

Motion Number: 2024-06-09

Moved by Councillor C. Murray

THAT the County of Vermilion River enter into agreement with His Majesty in Right of Alberta for the Local Government Fiscal Framework Operating Program.

CARRIED

Motion Number: 2024-06-10

Moved by Councillor G. Kuneff

THAT the County of Vermilion River instruct the Reeve and the CAO to sign the Memorandum of Agreement for the Local Government Fiscal Framework Operating Program.

CARRIED

2. Request for Information

7.c PUBLIC WORKS AND UTILITIES

1. CONCERN TRACKER REPORTS

Motion Number: 2024-06-11

Moved by Councillor D. Swyripa

THAT the County of Vermilion River receive the current Concern Tracker Report for May 22, 2024, to June 4, 2024, and the Active and In-Progress Concern Tracker Report up to May 21, 2024, for information.

CARRIED

Assistant Ag Fieldman Darin Beckett entered the meeting at 9:45 AM.

RECESS – THAT the County of Vermilion River Regular Meeting of Council recess at 9:58 AM and reconvened at 10:08 AM with all members in attendance except Councillors Clinton Murray and Jason Stelmaschuk.

2. TOWNSHIP ROAD 522

Councillor Jason Stelmaschuk returned to the meeting at 10:15 AM

3. Request for Information

Motion Number: 2024-06-12

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River cancel the Spring Council Public Works road tour.

CARRIED

7.d NATURAL GAS UTILITY

1. Request for Information

7.e AGRICULTURE AND ENVIRONMENT

1. AG FOR LIFE ORGANIZATION ANNUAL MEMBERSHIP REQUEST – MOTION REQUIRED

Motion Number: 2024-06-13

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River support the Ag for Life mission by committing an annual membership contribution of \$2,500.00, beginning in 2024.

CARRIED

2. LETTERS FROM ALBERTA AGRICULTURAL SERVICE BOARDS TO PROVINCIAL AND FEDERAL GOVERNMENT MINISTRIES – FOR INFORMATION

Motion Number: 2024-06-14

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River receive the attached letters from Alberta Agricultural Service Boards to provincial and federal government ministries for information.

CARRIED

**3. AGRICULTURAL SERVICE BOARD 2024 RESOLUTION
GRADING PACKAGE – FOR INFORMATION**

Motion Number: 2024-06-15

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River receive the Agricultural Service Board 2024 Resolution Grading package for information, and if desired, propose changes to the grading as noted.

CARRIED

**4. APRIL 24, 2024 LETTER FROM COUNTY OF GRANDE PRAIRIE
RE CONCERNS ABOUT CENTRALIZATION OF PROVINCIAL
AGRICULTURAL SERVICE BOARD CONFERENCE – FOR
INFORMATION**

Motion Number: 2024-06-16

Moved by Councillor G. Kuneff

THAT the County of Vermilion River receive the April 24, 2024 letter from the County of Grande Prairie expressing its concerns with the centralization of the Provincial Agricultural Service Board Conference for the next three year for information.

CARRIED

5. Request for Information

Councillor C. Murray returned to the meeting at 10:18 AM.

Councillor C. Murray left the meeting at 10:19 AM.

7.f PROTECTIVE SERVICES

1. Request for Information

Councillor C. Murray returned to the meeting at 10:20 AM.

7.g PLANNING AND COMMUNITY SERVICES

1. JUBILEE REGIONAL PARK COMMITTEE REQUEST FOR CAPITAL FUNDING ASSISTANCE – MOTION REQUIRED

Motion Number: 2024-06-17

Moved by Councillor C. Murray

THAT the County of Vermilion River postpone the application made by Jubilee Regional Park Committee for Capital Funding and bring forward to a Policy and Priorities Committee for further consideration.

CARRIED

2. 2024 LIBRARY SERVICES GRANT DISBURSEMENTS – FOR INFORMATION

Motion Number: 2024-06-18

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River receive the 2024 Library Services Grant disbursements as information.

CARRIED

3. Request for Information

7.h GENERAL ADMINISTRATION

1. MAY REPORT FOR THE ASSISTANT CHIEF ADMINISTRATIVE OFFICER

Motion Number: 2024-06-19

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River approves the Assistant Chief Administrative Officer Report for May as presented.

CARRIED

2. ADDITION OF POLICY AND PRIORITIES MEETING OF COUNCIL

Motion Number: 2024-06-20

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River schedule a Policy and Priorities Committee Meeting of Council on June 20, 2024 at 9:00 AM.

CARRIED

3. VILLAGE AND HAMLET JUNE NEWSLETTERS

Motion Number: 2024-06-21

Moved by Deputy Reeve L. Cusack

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

CARRIED

4. MUNICIPAL AFFAIRS CORRESPONDENCE

Motion Number: 2024-06-22

Moved by Councillor D. Swyripa

THAT the County of Vermilion River receive the Municipal Affairs Correspondence as information.

CARRIED

5. Request for Information

J. Levesque left the meeting at 11:00 AM.

8. DISPOSITION OF APPOINTMENT

8.a LEA PARK RODEO

Motion Number: 2024-06-23

Moved by Councillor C. Murray

THAT the County of Vermilion River that Administration reach out to the Lea Park Rodeo Committee to provide a grant proposal for funding through the Community Enhancement Funding.

CARRIED

9. NOTICES OF MOTION

D. Beckett left the meeting at 11:05 AM

10. COUNCIL REPORTS

Councillor S. Hryciuk reported on the Vermilion and District Health Foundation

Deputy Reeve L. Cusack reported on Lea Park Rodeo

Reeve M. Baker reported on Vermilion and District Housing Foundation and the FCM Conference.

Councillor C. Murray reported on the Lloydminster and District Housing Group and Lea Park Rodeo.

Councillor D. Swyripa reported on FCM Conference

Councillor G. Kuneff reported on the annual Seniors Week BBQ

11. ADDITION TO AGENDA – CLOSED SESSION

11.a PERSONNEL

Motion Number: 2024-06-24

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River approve the addition to the CLOSED SESSION Agenda: 13.f ADVICE FROM OFFICIALS – DRAFT MINISTERIAL ORDER – FOIP SECTION 24(1)(c).

CARRIED UNANAMOUSLY

RECESS – THAT the County of Vermilion River recess at 11:11 AM to remove participants from the meeting to move into Closed Session and reconvened at 11:16 AM with all members in attendance except Councillor George Kuneff.

12. CLOSED SESSION – CONFIDENTIAL

Motion Number: 2024-06-25

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Regular Meeting of Council move to a Closed Session at 11:17 AM with all members in attendance except Councillor George Kuneff.

CARRIED

CAO Alan Parkin and Public Works General Manager Ben McPhee and Engineering Technician Tristan Pidruchney entered the Closed Session meeting at 11:17 AM.

12.a ADVICE FROM OFFICIALS - GRAVEL STOCKPILE - FOIP SECTION 24(1)(g)

T. Pidruchney left the Closed Session Meeting at 11:18 AM

Councillor George Kuneff entered the Closed Session meeting at 11:18 AM.

12.b ADVICE FROM OFFICIALS - DEWBERRY CONSORTIUM AGREEMENT - FOIP SECTION 24(1)(g)

Public Works General Manager Ben McPhee left the meeting at 11:27 AM.

12. RETURN TO OPEN SESSION

Motion Number: 2024-06-26

Moved by Councillor G. Kuneff

THAT the County of Vermilion River Regular Meeting of Council return to Open Session at 12:02 PM with all members in attendance.

CARRIED

RECESS – THAT the County of Vermilion River Regular Meeting for Council recess for lunch at 12:02 PM and reconvened at 12:27 PM with all members in attendance.

12. CLOSED SESSION – CONFIDENTIAL

Motion Number: 2024-06-27

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Regular Meeting of Council move to a Closed Session at 12:27 AM with all members in attendance except Councillor George Kuneff.

CARRIED

12.c DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS - CITY OF LLOYDMINSTER ILC - FOIP SECTION 21(1)(a)(ii)

12.d DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS - TOWN OF VERMILION ILC - FOIP SECTION 21(1)(a)(ii)

12.e ADVICE FROM OFFICIALS – VERMILION AND DISTRICT HOUSING FOUNDATION DRAFT MINISTERIAL ORDER – FOIP SECTION 24(1)(c).

12. RETURN TO OPEN SESSION

Motion Number: 2024-06-28

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Regular Meeting of Council return to Open Session at 12:43 PM with all members in attendance.

CARRIED

RECESS – THAT the County of Vermilion River recess at 12:43 PM to invite participants to rejoin the open session meeting and reconvened at 12:46 PM with all members in attendance.

13. BUSINESS ARISING OUT OF CLOSED SESSION

**13.a VERMILION AND DISTRICT HOUSING FOUNDATION DRAFT
MINISTERIAL ORDER**

Motion Number: 2024-06-29

Moved by Councillor C. Murray

THAT the County of Vermilion River receive the Vermilion and District Housing Foundation Draft Ministerial Order as information and approves the Ministerial Order as presented.

CARRIED

13.b GRAVEL STOCKPILE LEASE AGREEMENT

Motion Number: 2024-06-30

Moved by Councillor G. Kuneff

THAT the County of Vermilion River approve the agreement to extend the gravel stockpile lease on SW-8-52-6-W4 and instruct the Reeve and CAO to sign the agreement as presented.

CARRIED

13.c DEWBERRY CONSORTIUM AGREEMENT

Motion Number: 2024-06-31

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River receive the Dewberry Consortium Agreement as information.

CARRIED

15. ADJOURNMENT

Reeve M. Baker adjourned the June 11, 2024 Regular Council Meeting at 12:51 PM with all members in attendance.

Marty Baker, Reeve

Alan Parkin, Chief Administrative Officer



Regular Council Meeting Agenda

June 25, 2024, 9:00 AM
Council Chambers/VIA ZOOM Webinar
4912 50 Ave
Kitscoty, Alberta, Canada

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE - FORMER COUNCILLOR MERCER BELL - (1983-1995)**
- 3. OPENING INSPIRATION - COUNCILLOR GEORGE KUNEFF**
- 4. ADDITIONS TO AGENDA**
- 5. ADOPTION OF AGENDA**

Motion Number:

THAT the County of Vermilion River approve the June 25, 2025 Regular Council Meeting Agenda as presented.

- 6. ADOPTION OF MINUTES**

- 6.a REGULAR COUNCIL MEETING - JUNE 11, 2024**

Motion Number:

THAT the County of Vermilion River approve the June 11, 2024 Regular Council Meeting Minutes as presented.

- 6.b POLICY AND PRIORITIES COMMITTEE MEETING - JUNE 18, 2024**

Motion Number:

THAT the County of Vermilion River approve the June 18, 2024 Policy and Priorities Committee Meeting Minutes as presented.

6.c POLICY AND PRIORITIES COMMITTEE MEETING - JUNE 20, 2024

Motion Number:

THAT the County of Vermilion River approve the June 20, 2024 Policy and Priorities Committee Meeting Minutes as presented.

7. BUSINESS ARISING OUT OF PRIOR MEETINGS

7.a FI 010 TANGILBE CAPITAL ASSETS v3

Motion Number:

THAT the County of Vermilion River approve Policy FI 010 Tangible Capital Assets as amended.

8. COUNCIL NEW BUSINESS

8.a CHIEF ADMINISTRATIVE OFFICER REPORT

AER QUARTERLY PRODUCTION REPORT – FOR INFORMATION

Motion Number:

THAT the County of Vermilion River accept the AER Quarterly Production Report as information.

COUNCIL MEETINGS AND EVENTS CALENDARS AND COUNCIL ACTION TRACKER

Motion Number:

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

8.b FINANCE

MAY 2024 FINANCIAL REPORT

Motion Number:

THAT the County of Vermilion River accept the May 2024 Financial Report as presented.

Request for Information

8.c PUBLIC WORKS AND UTILITIES

PUBLIC WORKS MONTHLY REPORT FOR MAY 2024.

Motion Number:

THAT the County of Vermilion River receive the Public Works monthly report for May 2024 for information.

CONCERN TRACKER REPORTS

Motion Number:

THAT the County of Vermilion River receive the Current Concern Tracker Report for June 5, 2024, to June 18, 2024, and the Active and In-Progress Concern Tracker Report up to June 4, 2024, for information.

Request for Information

8.d NATURAL GAS UTILITY

Request for Information

8.e AGRICULTURE AND ENVIRONMENT

AGKNOW LETTER OF URGENT NEED DONATION REQUEST – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River provide one time bridge funding of \$2,000.00 to AgKnow.

Request for Information

8.f PROTECTIVE SERVICES

Request for Information

8.g PLANNING AND COMMUNITY SERVICES

ROAD CLOSURE REQUEST FOR A PORTION OF ROAD PLAN 3077EO AND 1673EU – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River deny the request to close a portion of Road Plan 3077EO and 1673EU and continue with current license agreement.

Request for Information

8.h GENERAL ADMINISTRATION

LETTER MUNICIPAL AFFAIRS - CANADA COMMUNITY-BUILDING FUND

Motion Number:

THAT the County of Vermilion River receive the Municipal Affairs letter regarding the Canada Community-Building Fund as information.

VICTIM SERVICES UPDATE

Motion Number:

THAT the County of Vermilion River receive the RMA Victim Services Update as information.

ONION LAKE RCMP CLIENT SATISFACTION SURVEY

Motion Number:

THAT the County of Vermilion River receive the Onion Lake RCMP Client Satisfaction Survey as information and provide CAO with the direction for completing the survey.

VERMILION AND DISTRICT CHAMBER OF COMMERCE MEMBERSHIP

Motion Number:

THAT the County of Vermilion River approve the payment for the Vermilion and District Chamber of Commerce membership fee for 2024 of \$5,000.00 plus GST.

CORRESPONDENCE AND MINUTES

Revised RMA District 5 Regular Minutes - August 25, 2023

Bill 20 Member Summary LAE and MGA

Lloydminster Ex and Vermilion Ag Society invitations

RMA Victim Services Update and Issue Backgrounder

Motion Number:

THAT the County of Vermilion River receive the Correspondence and the revised RMA District 5 August 25, 2023 minutes as information.

Request for Information

9. POLICIES

9.a RESCIND POLICY AD 013 – COUNTY FLAG

Motion Number:

THAT the County of Vermilion River Rescind Policy AD 013 – County Flag

9.b AD 033 – FLAG PROTOCOL – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River approve policy AD 033 – Flag Protocol as presented.

9.c PERSONNEL POLICY PE003 EMPLOYMENT CLASSIFICATION

Motion Number:

THAT the County of Vermilion River approve Personnel Policy PE003 Employment Classification as presented.

9.d POLICY PE 004 - EMPLOYEE PERFORMANCE MANAGEMENT – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River accept the changes to Policy PE 004 Employee Performance Management as presented.

9.e PERSONNEL POLICY PE006 PERSONAL DAYS

Motion Number:

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve Personnel Policy PE006 Personal Days as presented.

9.f PERSONNEL POLICY PE015 LOCAL AUTHORITIES PENSION PLAN

Motion Number:

THAT the County of Vermilion River approve Personnel Policy PE015 Local Authorities Pension Plan (LAPP) as presented.

9.g POLICY PW 001 – FENCING 5TH REVISION

Motion Number:

THAT the County of Vermilion River approve policy PW 001 – Fencing fifth Revision as presented.

AGENDA ITEM #8.3.

9.h POLICY PW 004 – LINE CROSSING ON COUNTY ROADWAYS REVISION 3

Motion Number:

THAT the County of Vermilion River approve policy PW 004 – Line Crossing on County Roadways third revision as presented.

9.i RESCIND POLICY PW 017 – COMMUTER ROADS

Motion Number:

THAT the County of Vermilion River rescind policy PW017 Commuter Roads.

9.j RESCIND POLICY PW 025 HEAVY TRUCK PERMITTING POLICY

Motion Number:

THAT the County of Vermilion River Rescind Policy PW025 Heavy Truck Permitting Policy.

10. BYLAWS

10.a BYLAW 24-15, BEING A BYLAW TO CLOSE A PORTION OF RANGE ROAD 13 – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River give First Reading to Bylaw 24-15, being a bylaw to close a portion of Range Road 13.

Motion Number:

THAT the County of Vermilion River schedule a Public Hearing for Bylaw 24-15, being a bylaw to close a portion of Range Road 13 on July 16, 2024 at 9:05 AM.

11. NOTICES OF MOTION

12. COUNCIL REPORTS

13. CLOSED SESSION - CONFIDENTIAL

Recommendation:

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

13.a ADVICE FROM OFFICIALS - DESIGNATED INDUSTRIAL PROPERTY REVIEW – FOIP SECTION 24(1)(a)

13.b PRIVLEDGED INFORMATION - LEGAL ACTION AGAINST DOUBTFUL COLLECTION FROM OIL COMPANIES - FOIP SECTION 27(1)(a)

AGENDA ITEM #8.3.

- 13.c DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS - FIRE MEMORANDUM OF UNDERSTANDING KITSCOTY AND MARWAYNE - FOIP SECTION 21(1)(a)(ii)
- 13.d DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS - TOWN OF VERMILION ILC - FOIP SECTION 21(1)(a)(ii)
- 13.e DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS - CITY OF LLOYDMINSTER IDP - FOIP SECTION 21(1)(a)(ii)
- 13.f DISCLOSURE HARMFUL TO THE ECONOMIC OR OTHER INTERESTS OF A PUBLIC BODY - LAND MATTER- FOIP SECTION 25(1)(c)

14. RETURN TO OPEN SESSION

Recommendation:

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 VERMILION ILC - RECREATION AGREEMENT

Motion Number:

THAT the County of Vermilion River approve the County of Vermilion River and Town of Vermilion ILC Recreation Agreement for 2024, 2025, 2026 and 2027 as presented.

Motion Number:

THAT the County of Vermilion River direct the Reeve and CAO to sign the County of Vermilion River and Town of Vermilion ILC Recreation Agreement.

15.b VILLAGE OF KITSCOTY AND VILLAGE OF MARWAYNE JOINT FIRE AND RESCUE OVERSIGHT COMMITTEE MEMBER APPOINTMENTS

Motion Number:

THAT the County of Vermilion River appoint Councillor Dale Swyripa and Councillor Jason Stelmaschuk to the Village of Kitscoty Joint Fire and Rescue Oversight Committee effective upon approval.

Motion Number:

THAT the County of Vermilion River appoint Councillor Clinton Murray and Councillor George Kuneff to the Village of Marwayne Joint Fire and Rescue Oversight Committee effective upon approval.

16. ADJOURNMENT