

**Town of Vermilion
Regular Council
Tuesday, July 15, 2025 at 6:00 P.M.**

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1. CALL TO ORDER

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11. ADJOURNMENT

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

PRESENT

IN PERSON:

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

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

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

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

3. ADOPTION OF THE PREVIOUS MINUTES

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

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

4. DELEGATIONS

4.1. Quarterly Report – Vermilion Detachment Q4

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

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

5. NEW BUSINESS

5.1. National Depression Screening Day – Request for Decision

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

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

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

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

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

MOTION#25/06/89

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

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

Motion#25/06/90

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

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

MOTION#25/06/91

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

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

MOTION#25/06/92

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

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

MOTION#25/06/93

5.8. Committee of the Whole Meetings – Request for Decision

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

MOTION#25/06/94

6. MANAGEMENT REPORTS

Management for the Town of Vermilion presented their reports.

Accepted as Information.

7. COMMITTEE REPORTS

7.1. Library – Minutes of May 7, 2025

Accepted as Information.

8. FINANCIAL

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

Accepted as Information.

9. COUNCIL ROUND TABLE

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

Accepted as Information.

10. CORRESPONDENCE

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

Accepted as Information.

11. CLOSED SESSION

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

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

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

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

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

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

12. ADJOURNMENT

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

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

Chief Administrative Officer

Deputy Mayor

REQUEST FOR DECISION

SUBJECT

2025 WTP Pump & Header Replacement Project

RECOMMENDATION

THAT Council for the Town of Vermilion award the 2025 WTP Header Replacement Tender to Aquatech Canadian Water Services Inc. with a total Proposal Price Bid of \$103,141.00 (excluding GST).

BACKGROUND

As part of the upgrade work at the East Reservoir to replace an aging distribution pump and associated headworks, we had budgeted \$100,000 for 2024 and an additional \$80,000 for 2025.

The distribution pump was ordered in late 2024, with an anticipated delivery in mid-summer 2025. We recently tendered for the headworks portions of the project and received five (5) total Bidder responses.

Working with our consultant, the tender packages were evaluated based on "Mandatory Document" checks and Total Proposal Price. The price range was from \$103,000 to \$176,000.

Aquatech Canadian Water Services Inc. was selected as a qualified bidder, achieving the highest final score based on price, with a total price of \$103,141.00, which meets the Town's approved project budget. Based on the final results of the five (5) Qualified Bids staff recommends that Aquatech Canadian Water Services Inc. be awarded the contract at the confirmed Total Proposal Price Bid of \$103,141.00 (excluding GST).

IMPLICATIONS

Budget Efficiency: The tender price of \$103,141 for the headworks is within the initially allocated budgets for 2024 and 2025, which are \$100,000 and \$80,000, respectively. This considers the distribution pump on order, which is around \$39,000.

Enhanced System Performance: The pump replacement and headworks upgrade will improve the efficiency and reliability of the East Reservoir's distribution system, which is critical to sustaining water service in the Town, especially during peak demand periods

ATTACHMENTS

1. 2025 WTP Header Replacement Bid Evaluation (Spreadsheet)

Town of Vermilion 2025 WTP Header Replacement Program				AquaTech		640 Earthworks		Bi-Systems Electric		Filtrum		Whitson Contracting	
Item #	Description	Unit	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
SECTION 1.0 - GENERAL WORKS													
1.1	Mobilization	ls	1	\$7,865.00	\$7,865.00	\$30,500.00	\$30,500.00	\$5,000.00	\$5,000.00	\$12,770.00	\$12,770.00	\$2,500.00	\$2,500.00
SECTION 2.0 - Mechanical													
2.1	Replacement of Existing WTP Header piping and associated components	ls	1	\$89,289.00	\$89,289.00	\$133,238.62	\$133,238.62	\$146,250.00	\$146,250.00	\$110,130.00	\$110,130.00	\$144,748.00	\$144,748.00
2.2	Installation of water meter on reservoir intake	ls	1	\$5,987.00	\$5,987.00	\$12,411.76	\$12,411.76	\$6,100.00	\$6,100.00	\$4,800.00	\$4,800.00	\$12,852.00	\$12,852.00
Bid Quote Price Calculated				\$103,141.00		\$176,150.38		\$157,350.00		\$127,700.00		\$160,100.00	
Bid Quote Price Handwritten on Pricing Form				\$103,142.00		\$176,150.39		\$157,350.00		\$127,700.00		\$160,100.00	
Evaluated RFP Ranking (Lowest to Highest)				1		5		3		2		4	

REQUEST FOR DECISION

SUBJECT

Substance Use Policy No. 25-14

RECOMMENDATION

THAT Council for the Town of Vermilion approve the Substance Use Policy No. 25-14 as presented.

OR

That Council for the Town of Vermilion approve the Substance Use Policy No. 25-14 as amended.

OR

That Council for the Town of Vermilion receive the Substance Use Policy No. 25-14 as information.

BACKGROUND

The Town of Vermilion has a previous "Substance Use" policy that was approved by Council on August 11, 2020.

Moving forward, the updated "Substance Use" policy covers and easily identifies all aspects of substance use including types of substance, roles and responsibilities of those under the policy, accommodations, reasonable suspicion testing and disclosing a dependency issue preventing any questions when it comes to dealing with a substance use situation.

IMPLICATIONS

The adoption of an updated policy to establish the parameters of substance use for all Town Employees.

ATTACHMENTS

1. Substance Use Policy No. 25-14

POLICY 25-14	SUBSTANCE USE
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DATE OF ADOPTION:		MOTION NUMBER:	
DATE OF AMENDMENT:		DEPARTMENT:	Administration

PURPOSE

To ensure that the Town of Vermilion continues to demonstrate its commitment to maintaining and promoting a safe and healthy work environment as well as adheres to its legislated Duty to Accommodate Members of Council and/or Administration with Substance Dependencies.

DEFINITIONS

Administration is an employee or contract employee of the Town of Vermilion.

Alcohol is the intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohol including methyl and isopropyl alcohol.

Alcohol and Drug Testing is a process completed by an external third party provider testing for the metabolites of alcohol and/or drugs.

Cannabis is as defined in the *Controlled Drugs and Substances Act* and the *Cannabis Act*, as those may be amended from time to time, and any derivatives of Cannabis.

CAO is the Chief Administrative Officer for the Town of Vermilion.

Dependency is a cluster of behavioural, cognitive, and physiological phenomena that develop after repeated substance use and that typically include but are not limited to a strong desire to take the drug, difficulties in controlling its use, persisting in its use despite harmful consequences, a higher priority is given to substance use to other activities and obligations, increased tolerance and sometimes a physical withdrawal state.

Drugs is illicit or illegal drugs, Alcohol, medications, solvents, inhalants, Cannabis, or any other substance that may change or adversely affect the way a person thinks, feels, acts or otherwise has the potential to impair an individual's ability to perform their job safely and effectively.

Duty to Accommodate is the legal duty to accommodate a person's needs based on the protected grounds that are established in federal and provincial human rights law.

Employee is an employee of the Town of Vermilion.

Fit for Duty refers to one's ability to mentally and physically perform their work duties in a safe, professional and reliable manner.

Impaired/Impairment is a deterioration of an individual's judgment and decrease an individual's physical ability which can be reasonably determined by a combination of several tests and/or observations. Further, it refers to the state of being impaired resulting from, but not limited to, substance use, drugs, alcohol, fatigue, medical conditions, medications, and/or psychological factors.

Impaired Driving is the operation while impaired as defined in the Criminal Code of Canada and amended from time to time.

Manager is an individual and/or a member of administration who reports to or, in the case of a Member of Council, Council as a whole. This may include but is not limited to a coordinator, supervisor, manager, senior manager, director or executive manager or any other individuals who are in a position of directing work relating to any Town of Vermilion workplace, project, contract or volunteer operation.

Member of Council is an individual elected to office pursuant to the Municipal Government Act (MGA) RSA 2000, c M-26. who serves as an elected official for the Town of Vermilion.

Non-Prescription Drugs are legal, recreation drugs and illegal or illicit drugs (i.e. cocaine, heroin, etc.).

Over-The-Counter Medication is medications sold directly to a consumer without a prescription from a healthcare professional, not including Cannabis.

Powered Mobile Equipment is a self-propelled machine or combination of machines that is designed to manipulate or move materials or to provide a work platform for workers, including but not limited to motor vehicles.

Prescription Drug is a drug obtained legally either as Over-The-Counter Medication or through a doctor's prescription.

Reasonable Suspicion is reasonable suspicion includes but is not limited to a belief that an individual is Impaired based on observance of behavior, conduct, actions, or comments of a person.

Reasonable Suspicion Assessment is an assessment conducted by a Town official who is trained in the detection of signs and symptoms of Substance use. The assessment is to be based on reasonable and probable grounds.

Substance is Alcohol, Drugs, Non-Prescription Drugs, Over□The-Counter Medication and Prescription Drugs.

Town is the Town of Vermilion.

Town Business is all activities undertaken directly, or on behalf of the Town by Administration, or other persons affiliated with the Town of Vermilion, whether conducted on or off Town premises. It includes but is not limited to situations where an individual is representing or could reasonably be perceived as to be representing the Town of Vermilion.

Town Premises includes, but is not restricted to, all land, property, structures, installations, powered mobile equipment and equipment owned, leased, operated or otherwise directly controlled by the Town.

Treatment is a process in which an individual is participating in recovery related activities, which may include periods of absence away from work.

Undue Hardship is an unbearable financial cost or a considerable disruption to business, or an interference with the rights of others, or anything else found at law to be undue hardship.

Unfit for Duty is the inability to safely perform assigned duties resulting from being impaired by substances.

Working Hours refers to regular business hours, overtime hours and on-call hours while employed and on-shift performing an Employee's assigned duties for the Town of Vermilion.

SCOPE

This policy applies to All Members of Council and/or all Employees of the Town of Vermilion.

TASK	TITLE OR DEPARTMENT OF PERSON RESPONSIBLE
APPROVAL OF POLICY & AMENDMENTS	Council
HANDLING INQUIRIES & COMMUNICATING POLICY	Chief Administrative Officer
MONITORING REVIEWS & IMPLEMENTATION	Chief Administrative Officer

GUIDING PRINCIPLES

- Administration and Members of Council are expected to be Fit for Duty when reporting to work as well as during work hours so as to be able to perform their assigned duties safely.
- Under the Alberta Occupational Health and Safety Act, all Employees must take reasonable care to protect the health and safety of themselves and of others at or in the vicinity of the work site while the Employee is working.
- The Town of Vermilion requires Employees to refrain from performing their assigned work duties and/or report or disclose to their Manager when there is a risk of Impairment that may adversely affect the health and/or safety of themselves, their fellow Employees or any other persons at or in the vicinity of the work site.

- The Town of Vermilion requires Employees to report and/or disclose if they suspect a fellow Employee or any other person at or in the vicinity of the work site may be Impaired or if they become aware of an unsafe work situation.
- If a Manager becomes aware of an Employee or any other persons at or in the vicinity of the work site, the Manager shall take action and handle the situation promptly.
- Employees involved in an accident during working hours may be required to provide proof that they were not impaired at the time of the incident through the provision of a drug and/or alcohol screen. The screen must be conducted by a third-party company with the results becoming the immediate property of the Town of Vermilion. The Town of Vermilion shall advise the Employee of the drug and/or alcohol screen results and a copy will be placed in the Employee's personnel file, in conjunction with the incident reporting form.
- The Town of Vermilion reserves the right to carry out disciplinary action, up to and including termination, should an Employee not be Fit for Duty when reporting to work or during working hours.
- This policy hereby rescinds the Substance Use and Fitness for Duty Policy No. 20-1, approved by Council on August 11, 2020.

ROLES & RESPONSIBILITIES

- **Directors must:**
 - Ensure that their Employees are Fit for Duty.
 - Recognize the signs of an Employee UnFit for Duty and take steps to ensure the safety of that individual and others.
- **Employees must:**
 - Report to work Fit for Duty and then remain Fit for Duty for the duration of working hours.
 - Inform their Manager immediately if they are not, or have good reason to believe that they may not be, Fit for Duty. This includes when Employees are called in while on call and when workers are asked to perform unscheduled work.
 - Inquire with their physician or pharmacist as to whether any of the medications that they are taking can negatively affect their performance in the work environment, including by making the physician or pharmacist aware of the worker's specific job duties and the nature of the work environment and to advise their Manager that they are using the medication if their physician's or pharmacist's opinion is that the medication has the potential to affect their fitness for duty
 - Not use, distribute, offer or sell Substances when conducting Town Business or at any other place during working hours subject to the expectations set forth in this policy.
 - An Employee may use Prescription Drugs and/or Over-the-Counter Medication when conducting Town Business if the following conditions are satisfied:

- The Employee uses the medication exactly as prescribed, authorized or recommended by their physician, a pharmacist or the manufacturer; and
 - The Employee has inquired with their physician or a pharmacist as to whether the medication can negatively affect their performance in the work environment, including by making the physician or pharmacist aware of the worker's specific job duties and the nature of the work environment; and
 - If the Employee has reason to believe, because of their physician's or pharmacist's opinion or for some other reason, that the medication has the potential to affect the worker's fitness for duty, the worker has advised their supervisor that they are using the medication and the Town is satisfied that such medication does not negatively affect the worker's ability to safely and/or efficiently perform their duties; and
 - The Employee's Manager has been notified and is in agreement that the Prescription Drug and/or Over-the-Counter Medication will not impact the safety of their fellow Employees, or any other persons.
- Members of Council and/or Administration who operate Powered Mobile Equipment in their employment position with the Town are required to maintain a valid driver's license for the class operation required. Any loss of a driver's license must be reported immediately to the individual's direct Manager and the individual will no longer be permitted to operate Powered Mobile Equipment on behalf of the Town.
 - Members of Council and/or Administration shall inform their direct Manager immediately if they have been charged with an Impaired Driving offence.
 - If Members of Council and/or Administration receive a charge while conducting Town Business, the charge shall result in a full investigation and disciplinary measures based on the situation. Such disciplinary measures are up to and including suspension without pay or termination, where appropriate. All costs associated with any related fines will be the responsibility of the ticketed individual.
 - The Town reserves the right to temporarily remove, reassign, or suspend Administration pending an evaluation.
 - If an individual is UnFit for Duty a Reasonable Suspicion Assessment or completion of an investigation into a possible violation of this Policy shall be performed.
 - The failure to disclose Impairment caused by Substance use may result in disciplinary action, up to and including termination.
 - If an Employee refuses to take an Alcohol or Drug test based on reasonable grounds then they would be in violation of the Substance Use policy and shall be subject to disciplinary action.
 - Administration found to be in violation of this Policy may be subjected to disciplinary action. Such action will be dependent upon the nature of the breach of this Policy; discipline may range from a written warning to termination of employment with just cause.

Disclosure

- Members of Council and/or Administration shall disclose Substance Dependency issues to a Manager.

- If a Member of Council and/or Administration discloses Substance Dependency, the Manager shall notify the Town's Safety Officer immediately.
- Failure to disclose a Substance Dependency shall not be accommodated as per Alberta's Human Rights Legislation.
- Members of Council and/or Administration that disclose a Substance Dependency shall be assessed by a registered psychologist at the cost of the individual.
- If Dependency is established through assessment by a registered psychologist, the Town will review and accommodate accordingly. Unless otherwise required through accommodation, the appropriate Town personnel shall:
 - Review the assessment to determine a suitable return to work or modified work plan; and
 - Accommodate individuals with a Substance Dependency up to the point of Undue Hardship.
- Seeking voluntary assistance for Substance Dependency shall not jeopardize any Member of Council and/or Administration's position with the Town, so long as the individual continues to comply with and follow the prescribed treatment and return to work plan.
- A Member of Council and/or Administration's request for assistance shall not be a defense from disciplinary action where a violation of this or other Town policy has occurred.
- A Member of Council and/or Administration suffering from a Substance Dependency who fails to comply with and follow assistance or treatment plans or violates this Policy, shall be subject to disciplinary actions, including but not limited to suspension without pay and termination with just cause.

Accommodation

- The Town shall not discriminate against Members of Council and/or Administration, and is committed to accommodating Members of Council and Administration with Substance Dependency up to the point of Undue Hardship.
- The Town shall accommodate Members of Council and/or Administrations' necessary use of Prescription Drugs, when disclosure is made to an extent that is reasonably possible without suffering Undue Hardship.
- The Town reserves the right to request medical documentation to confirm Members of Council and/or Administrations ability to work unimpaired, and to assess accommodation to the point of Undue Hardship, where the use of Impairment causing medication has been disclosed.
- In circumstances where the Town is reasonably concerned about the Member of Council and/or Administration's safety or the safety of others in the workplace, the Town may require a member to undergo a medical examination and/or a functional capacity evaluation to assess and confirm fitness for work.

Reasonable Suspicion Testing

- The Town reserves the right to conduct testing for the presence of Substances when it has Reasonable Suspicion that:
 - Members of Council, Administration, or members of the public may be at risk;

- A serious incident or near miss involved a Member of Council and/or Administration, unless the Town has a reasonable basis to believe that the Member of Council and/or Administration was not Impaired when they were involved in the serious incident or near miss; or
- Alcohol and Drug testing is part of a return-to-work program which recognizes that relapse is common and part of the Dependency.
- The basis for the decision to test shall be documented as soon as possible after the action has taken place.
- In all situations in which the Town determines a Member of Council and/or Administration is Unfit for Duty, a Manager will be used to source a safe means to transport the individual to their residence, testing facility, or medical treatment facility.
- Pre-access Alcohol and Drug Testing may be required by an external party for the purpose of conducting Town Business. This pertains to working on a site not under the direct authority of the Town.

Town of Vermilion
Minutes of Parks, Recreation, Culture & Environment Board
Monday March 31, 2025, at 5:00pm
Vermilion Town Office

Present

Board Chair Ryan Leahy, Deputy Mayor Joshua Rayment, Councillor Robert Snow, Interim CAO Mike Van der Torre, Karen King, Stacey Hryciuk, Peter Walsh, Rebecca Zajic, Kerry Zachar and Program Coordinator Bailee Bykewich.

Regrets

Carolyn Green, Kaylyn Gordon, Bonnie Walsh and Roger King

1. Call to Order

- This meeting was called to order at 5:00pm

2. Adoption of Agenda

The agenda was presented with the addition of:

- 6.1: Parks, Recreation, Culture and Environment Board Meeting Times
- 6.2: Don Henry- Usage of LT. COL. Craig Armoury

3. Minutes

3.1- Meeting Minutes from January 27th, 2025.

Moved by: Stacy Hryciuk

Seconded by: Karen King

4. Business Arising from the Minutes

- Nothing to add

5. New Business

5.1 Parks, Recreation, Culture and Environment Board Meeting Times

- In discussion about meetings being cancelled frequently, the board discussed different times and dates that would be beneficial for board members to attend to increase the turnout while still allowing adequate time for discussion about community projects.

- It was also brought up that the board could send out a letter to local recreation and culture groups to have a representative come to the meetings to express how things are going and what the board can do better on their behalf.
- Ryan Leahy made a motion that starting March 31, 2025, the Parks, Recreation Culture and Environment board will meet quarterly throughout the year (June 23, September 29 and December 15). The meetings will start at 6:00pm. Local recreation and culture groups that are active in season will be invited to attend the board meetings via email. Karen King second the motion. All were in favor.

5.2- Don Henry- Usage of LT. COL. Craig Armoury

- Don was unable to attend the board meeting but provided us with insight regarding the usage of the Armoury. Groups such as the Vermilion River Archery Club, Royal Canadian Army Cadets and Kuk Sool Won occupy the building. In May of 2022 the Royal Canadian Legion walked away from the building and the Lt. Col. Craig Armoury Historical Society has owned it since. Numerous hours of renovations and thousands of dollars have been put into the building for repairs and upgrades.
- Interim Van de Torre mentioned that he will reach out to Don Henry to potentially have the Parks, Recreation and Culture meeting at the Armoury on June 23rd.

6. Community Services Director Report

- Mike mentioned that he is still waiting for paperwork to confirm that the Town of Vermilion is taking over the ball diamonds and the soccer fields in the Vermilion Provincial Park. There will be two summer students hired for the summer that will oversee the upkeep of the park.
- There is still vandalism at the Outdoor Rink, although since the nets were put up around the surface, there has been minimal complaints from the residents north of the rink regarding equipment leaving the facility.
- The charger for the Zamboni charger quit working within the last week of the stadium ice being flooded. A new charger was ordered for the zamboni and Mike is following up whether it should be covered under warranty.

7. Parks Information

- Nothing to add

8. Recreation Information

- Rebecca Zajic mentioned that Vermilion Swim Club is starting up and there is a meet on June 7th. There are currently twenty kids registered, and the club is looking forward to using the pool at the Vermilion Aquatic center and not having to travel outside of the community.
- Mike Van der Torre mentioned that the Jr. B Tigers were turned down for hosting provincials in town for the North Eastern Alberta JR. B Hockey League 2026 hockey season.
- Peter Walsh mentioned that those who participated in shinny throughout the season wants to thank that town for the ice time that was given for playing time. There were many times that 5v5 games were occurring with everyone of all ages included. There were well over forty skaters participating and even some from surrounding communities.
- Rebecca Zajic added that their fun meet was a huge success with 120 skaters present which included eleven different clubs. She was also very happy with the turnout for the Vermilion Skate Club Carnival it was also another great event, and the stands were full of people attending to watch the figure skating.
- The Multicultural Day celebration will be occurring June 25th which is all being handled by The Good Life Institute.

9. Arts and Culture Information

9.1- Upcoming Events

- Karen King shared the following musical/ cultural performances:
 - April 9: Folk Club- Orit Shimoni at the Copper Cork at 7:00pm
 - May 3: Folk Club- Secondhand Dreamcar at the Elks Hall at 8:00pm

10. Environmental Information

- Peter Walsh gave an update that the water is flowing over the dam to a great extent for the last three weeks. The reservoir should be full by mid-April with the ice melting.

11. NEXT MEETING

- The next meeting will be held Monday June 23, 2025.

12. ADJOURNMENT

- Motion made that the agenda matters have concluded, the meeting adjourned at 5:58pm.
 - Moved by: Councillor Josh Rayment
 - Second by: Karen King

INFORMATION ITEM

SUBJECT

Accounts Payable Listing

RECOMMENDATION

THAT Council for the Town of Vermilion receive the Accounts Payable Listing for the period of June 20 – July 10, 2025 as information.

BACKGROUND

The accounts payable listing for the June 20 – July 10, 2025 period is \$754,958.12.

Payroll	\$ 100,124.89
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Cheques, EFT & PAP	\$ 663,411.58
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ATTACHMENTS

1. Cheque Register Summary

COUNCIL MEETING -July 15, 2025**ACCOUNTS PAYABLE**

Payroll - June 26, 2025		\$	8,578.35
Payroll - June 30, 2025		\$	8,982.89
Payroll - July 3, 2025		\$	82,563.65
Accounts Payable - June 20 - July 10, 2025	Cheques & EFT & PAP	\$	663,411.58
	TOTAL	\$	754,958.12

Cheque Register - Summary-Supp.



AP5100

Date : Jul 10, 2025

AGENDA ITEM #7.1.

Time : 8:27 am

Supplier : 10423001 To ZWEIF001
 Trans. Date : 20-Jun-2025 To 10-Jul-2025
 Cheque Date : 20-Jun-2025 To 10-Jul-2025
 Cheque No : All
 Batch No : All

Bank : Bank : 01 To 99
 Status : Issued
 Medium :
 M=Manual C=Computer E=EFT-PAP T=EFT-File

Chq/Ref #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
00118-0001	26-Jun-2025	12204001	1220416 ALBERTA LTD. O/A GREG YOUNG	Issued	425	T	716.63
00118-0002	26-Jun-2025	ASSOC001	ASSOCIATION OF ALBERTA MUNICIPALITIES	Issued	425	T	315.00
00118-0003	26-Jun-2025	BEECL001	BEE-CLEAN BUILDING MAINTENANCE	Issued	425	T	1976.17
00118-0004	26-Jun-2025	BROGA001	BROGAN FIRE & SAFETY	Issued	425	T	2679.02
00118-0005	26-Jun-2025	CANOE001	CANOE PROCUREMENT GROUP OF CANADA	Issued	425	T	1266.57
00118-0006	26-Jun-2025	CDWCA001	CDW CANADA INC.	Issued	425	T	268.21
00118-0007	26-Jun-2025	CLOVE001	CLOVERDALE PAINT INC.	Issued	425	T	437.85
00118-0008	26-Jun-2025	CMEJA001	CME JANITORIAL & MAINTENANCE SERVICES	Issued	425	T	800.10
00118-0009	26-Jun-2025	CORNE002	CORNERSTONE CO-OPERATIVE	Issued	425	T	65.17
00118-0010	26-Jun-2025	EASTC002	EAST CENTRAL ALBERTA CSSRD #16	Issued	425	T	50101.24
00118-0011	26-Jun-2025	ENERG001	ENERGY SUPPLY A DIVISION OF ROCK ENERGY	Issued	425	T	42.34
00118-0012	26-Jun-2025	IMAGE001	IMAGEPRESS	Issued	425	T	516.02
00118-0013	26-Jun-2025	KBLPR001	KBL PROJECTS LTD.	Issued	425	T	64541.45
00118-0014	26-Jun-2025	LOCAL001	LOCAL AUTHORITIES PENSION PLAN	Issued	425	T	17513.60
00118-0015	26-Jun-2025	MANIT001	MANITOULIN TRANSPORT	Issued	425	T	415.56
00118-0016	26-Jun-2025	MARTI001	MARTIN PLUMBING AND HEATING LTD.	Issued	425	T	1452.15
00118-0017	26-Jun-2025	MCELH001	MCELHANNEY LTD.	Issued	425	T	242.84
00118-0018	26-Jun-2025	MIDWE001	MIDWEST AUTO SUPPLY LTD.	Issued	425	T	56.33
00118-0019	26-Jun-2025	P001	JANITOR	Issued	425	T	1942.50
00118-0020	26-Jun-2025	PROVO001	PROVOST GLASS AND DOOR	Issued	425	T	465.68
00118-0021	26-Jun-2025	SCOTL001	SCOTLEN ELECTRIC LTD.	Issued	425	T	481.93
00118-0022	26-Jun-2025	SHAWC001	SHAW CABLE	Issued	425	T	213.15
00118-0023	26-Jun-2025	SNELG001	SNELGROVE CONSTRUCTION LTD.	Issued	425	T	850.50
00118-0024	26-Jun-2025	TANMA001	TANMAR CONSULTING INC.	Issued	425	T	4092.42
00118-0025	26-Jun-2025	THEIN001	THE INSPECTIONS GROUP INC.	Issued	425	T	603.62
00118-0026	26-Jun-2025	UFACO001	UFA CO-OPERATIVE LIMITED	Issued	425	T	28.68
00118-0027	26-Jun-2025	ULINE001	ULINE CANADA CORPORATION	Issued	425	T	1761.28
00118-0028	26-Jun-2025	VERMI011	VERMILION PLUMBING & HEATING LTD.	Issued	425	T	321.83
00118-0030	26-Jun-2025	VERMI012	VERMILION RIVER REGIONAL SOLID WASTE	Issued	425	T	29635.25
00118-0029	26-Jun-2025	VERMP001	VERMILION PUBLIC LIBRARY	Issued	425	T	22531.25
00118-0031	26-Jun-2025	VITAL002	VITAL EFFECT	Issued	425	T	45.00
00118-0032	26-Jun-2025	WILLA001	WILLIAMSANG APOTHECARY LIMITED	Issued	425	T	142.88
00119-0001	26-Jun-2025	ATBFI001	ATB FINANCIAL MASTERCARD	Issued	436	E	12734.59
00119-0002	26-Jun-2025	RECEI001	RECEIVER GENERAL	Issued	436	E	34775.80
00119-0003	26-Jun-2025	TELUS001	TELUS COMMUNICATIONS INC.	Issued	436	E	1196.41
00119-0004	26-Jun-2025	TELUS002	TELUS MOBILITY	Issued	436	E	1030.43
00121-0001	10-Jul-2025	5STAR001	5 STAR SERVICES AND PRODUCTS INC.	Issued	460	T	58.80
00121-0002	10-Jul-2025	ACEWA001	ACE WATER CORP.	Issued	460	T	213815.80
00121-0003	10-Jul-2025	AGATL001	AGAT LABORATORIES	Issued	460	T	492.45
00121-0004	10-Jul-2025	AMSCI002	AMSCIS - BENEFITS	Issued	460	T	21762.32
00121-0005	10-Jul-2025	BADDO001	BADDOCK'S POWER PRODUCTS LTD.	Issued	460	T	393.73
00121-0006	10-Jul-2025	BELLM001	BELL MOBILITY	Issued	460	T	1168.60
00121-0007	10-Jul-2025	CANAD004	CANADIAN NATIONAL NON-FREIGHT	Issued	460	T	2224.50
00121-0008	10-Jul-2025	CANOE001	CANOE PROCUREMENT GROUP OF CANADA	Issued	460	T	3875.75

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Chq/Ref #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
00121-0009	10-Jul-2025	CDWCA001	CDW CANADA INC.	Issued	460	T	185.60
00121-0010	10-Jul-2025	CENTR002	CENTRALSQUARE SOFTWARE INC	Issued	460	T	29156.15
00121-0011	10-Jul-2025	CHEMI001	CHEM INTERNATIONAL	Issued	460	T	731.85
00121-0012	10-Jul-2025	CLEAR001	CLEARTECH INDUSTRIES INC.	Issued	460	T	15193.50
00121-0013	10-Jul-2025	CORNE002	CORNERSTONE CO-OPERATIVE	Issued	460	T	1611.45
00121-0014	10-Jul-2025	EDWAR001	EDWARD TELFORD PROFESSIONAL COF	Issued	460	T	1890.00
00121-0015	10-Jul-2025	ENERG001	ENERGY SUPPLY A DIVISION OF ROCK S	Issued	460	T	249.80
00121-0016	10-Jul-2025	ENTAN001	ENTANDEM	Issued	460	T	247.25
00121-0017	10-Jul-2025	GAMTE001	GAM TECHNICAL SERVICES INC.	Issued	460	T	7049.09
00121-0018	10-Jul-2025	H001	STAFF MEMBER	Issued	460	T	1204.40
00121-0022	10-Jul-2025	HORIZ001	JOHN DEERE FINANCIAL O/A HORIZON A	Issued	460	T	878.06
00121-0020	10-Jul-2025	I001	STAFF MEMBER	Issued	460	T	66.13
00121-0019	10-Jul-2025	ICABT001	I CAB TAXI	Issued	460	T	295.00
00121-0021	10-Jul-2025	INTEG001	INTEGRA TIRE O/A 1384077 ALBERTA LT	Issued	460	T	305.18
00121-0023	10-Jul-2025	KRYSC001	KRYS CONTRACTING	Issued	460	T	115.50
00121-0024	10-Jul-2025	LAWNS001	LAWNS GARDENS & LANDSCAPES INC.	Issued	460	T	105.00
00121-0025	10-Jul-2025	LOCAL001	LOCAL AUTHORITIES PENSION PLAN	Issued	460	T	33350.74
00121-0026	10-Jul-2025	MARTI001	MARTIN PLUMBING AND HEATING LTD.	Issued	460	T	960.75
00121-0027	10-Jul-2025	MIDWE001	MIDWEST AUTO SUPPLY LTD.	Issued	460	T	4227.89
00121-0028	10-Jul-2025	NAPAA001	NAPA AUTO PARTS	Issued	460	T	381.13
00121-0029	10-Jul-2025	NORTH003	NORTHEAST ALBERTA INFORMATION HI	Issued	460	T	1974.00
00121-0030	10-Jul-2025	PRECIO01	PRECISION SERVICES	Issued	460	T	819.00
00121-0031	10-Jul-2025	PRIMU001	PRIMUS	Issued	460	T	1335.45
00121-0032	10-Jul-2025	P001	STAFF MEMBER	Issued	460	T	280.80
00121-0033	10-Jul-2025	PULYK001	PULYK, ROBERT,	Issued	460	T	90.72
00121-0034	10-Jul-2025	PUROL001	PUROLATOR INC.	Issued	460	T	117.31
00121-0035	10-Jul-2025	PYROT001	PYROTEC FIRE & SAFETY EQUIPMENT L	Issued	460	T	141.75
00121-0036	10-Jul-2025	REIDW001	REID & WRIGHT ADVERTISING LTD.	Issued	460	T	2184.00
00121-0037	10-Jul-2025	RONAV001	RONA VERMILION	Issued	460	T	481.55
00121-0038	10-Jul-2025	SHAWC001	SHAW CABLE	Issued	460	T	205.80
00121-0039	10-Jul-2025	TOPT001	TOP TECH COMMUNICATIONS CORP	Issued	460	T	766.45
00121-0040	10-Jul-2025	UFACO001	UFA CO-OPERATIVE LIMITED	Issued	460	T	14553.79
00121-0041	10-Jul-2025	ULTIM001	ULTIMATE GLASS	Issued	460	T	446.25
00121-0042	10-Jul-2025	VERMI006	VERMILION CAR AND TRUCK WASH	Issued	460	T	94.50
00121-0043	10-Jul-2025	WEBBS002	WEBB'S MACHINERY LTD.	Issued	460	T	202.87
00121-0044	10-Jul-2025	WESTE001	WESTERN ASPHALT PRODUCTS	Issued	460	T	4179.53
00121-0045	10-Jul-2025	WOLSE001	WOLSELEY CANADA INC.	Issued	460	T	473.78
00121-0046	10-Jul-2025	XEROX001	XEROX CANADA LTD.	Issued	460	T	377.88
30584	26-Jun-2025	ALLFU001	ALL FUNERAL SERVICES LLC	Issued	435	C	18538.00
30585	26-Jun-2025	CULLI001	CULLIGAN WATER	Issued	435	C	213.24
30586	26-Jun-2025	LONES002	LONE STAR FIRST AID & MEDICAL TRAIN	Issued	435	C	3937.50
30587	26-Jun-2025	MPED001	MPE A DIVISION OF ENGLOBE	Issued	435	C	357.00
30588	26-Jun-2025	PEPSI001	PEPSICO BEVERAGES CANADA	Issued	435	C	532.39
30589	26-Jun-2025	RURAL001	RURAL ROOTS FLORISTS/BARNYARD CF	Issued	435	C	7.25

Cheque Register - Summary-Supp.



AP5100

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Chq/Ref #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
30590	26-Jun-2025	THEGO002	THE GOVERNMENT OF ALBERTA (LAND	Issued	435	C	50.00
30591	26-Jun-2025	VERMR001	VERMILION READY MIX	Issued	435	C	1575.00
30592	26-Jun-2025	GOVFG001	GOVERNMENT OF ALBERTA c/o GRANTS	Issued	442	C	179.00
30593	09-Jul-2025	12THI001	12 THIRTY FOUR MARKETING CORP.	Issued	461	C	856.85
30594	09-Jul-2025	1905D001	1905 DISTILLERY	Issued	461	C	514.50
30595	09-Jul-2025	4THME001	4TH MERIDIAN BREWING CO.	Issued	461	C	563.25
30596	09-Jul-2025	BIGHI001	BIG HILL SERVICES LTD.	Issued	461	C	1470.00
30597	09-Jul-2025	COPPE001	COPPER CORK DISTILLERY LTD.	Issued	461	C	52.50
30598	09-Jul-2025	D001	STAFF MEMBER	Issued	461	C	259.20
30599	09-Jul-2025	DELIC001	DELICIOUS BITES	Issued	461	C	1038.00
30600	09-Jul-2025	FISHS001	FISHER SCIENTIFIC COMPANY	Issued	461	C	3663.31
30601	09-Jul-2025	G001	RATE PAYER	Issued	461	C	32.00
30602	09-Jul-2025	KHDES001	KH DESIGNS	Issued	461	C	262.50
30603	09-Jul-2025	PIZZA001	PIZZA HUT	Issued	461	C	348.00
30604	09-Jul-2025	RURAL001	RURAL ROOTS FLORISTS/BARNYARD CF	Issued	461	C	621.18
30605	09-Jul-2025	BOSTO001	SRA RESTAURANTS O/A BOSTON PIZZA	Issued	461	C	472.50
30606	09-Jul-2025	SUBWA001	SUBWAY	Issued	461	C	232.50
30607	09-Jul-2025	THERE001	THE RED BRICK	Issued	461	C	188.25
30608	09-Jul-2025	VERMI015	VERMILION VETERINARY CLINIC	Issued	461	C	160.36
30609	09-Jul-2025	ZAYNS001	ZAYN'S DINER PLUS	Issued	461	C	306.00

Total Computer Paid : 36,430.28

Total EFT PAP : 49,737.23

Total Paid : 663,411.58

Total Manually Paid : 0.00

Total EFT File Transfer : 577,244.07



5021 - 49 Avenue
Vermilion, AB Canada T9X 1X1
www.vermilion.ca

CHIEF ADMINISTRATIVE OFFICER REPORT – JULY 15, 2025

MEETINGS & EVENTS

- Met with the Airport Advisory Committee on July 8, 2025
- Attended the Regional Emergency Management Collective (REMC) training exercise on June 24, 2025 at the City of Lloydminster
- Met with Alice Wainwright, President of Lakeland College scheduled for June 25, 2025
- Met with Nicole Polishuk, President of the Agricultural Society on July 8, 2025

POLICIES, BYLAWS & LEGISLATIVE CHANGES

- **Policy Review**
 - Administration is hard at work as it relates to continued policy development.
- **Bylaw Review**
 - The Procedural Bylaw has been revised and is scheduled to be presented in August to remove the references to the Council Code of Conduct repealed by Bill 50.

COMMUNITY ENGAGEMENT

- The Town of Vermilion' officially launched its 2026 Municipal Budget Engagement Survey inviting residents to help shape the Town's future by providing their feedback on the services that matter most. **From July 11 at 8:30am through August 11, 2025, we want our residents and business owners to share their satisfaction and provide their input on key service areas such as: Roadway Maintenance, Parks and Green Spaces, Community Services and Programs, Recreational Facilities and much more!**
- Residents are encouraged to visit www.vermilion.ca to participate in the online survey and to stay informed about other consultation opportunities as they become available. We have added a quick link on the main page titled **"2026 Municipal Budget"** for your convenience and a pop up.
- If computers aren't your thing, no problem! We also have paper surveys available at the Town of Vermilion administration office for pickup at your convenience.
- We sincerely thank everyone in advance for sharing your feedback to help shape the future of the Town of Vermilion!



AGENDA ITEM #10.1.

Box 69 Kitscoty, AB T0B 2P0

Ph: 780.846.2244

Fax: 780.846.2716

www.vermilion-river.com

June 24, 2025

Town of Vermilion
5021-49 Avenue
Vermilion, AB T9X 1X1

RECEIVED

JUL 02 2025

TOWN OF VERMILION

RE: UNDERSTANDING YOUR 2025 TAX NOTICE

We are writing to address the information presented in the *Understanding Your 2025 Tax Notice* document attached to the County of Vermilion River's (the "County") tax notice. Specifically, we would like to address the section regarding contributions to the Vermilion Public Library (the "Library"), which implies that the County's financial support may not be equitable. The document states:

"... The County of Vermilion River, in comparison, has been requisitioned for \$20,000 in 2025. The Town is committed to continued discussions with the County of Vermilion River as a means of ensuring the future contributions towards the operation of the library are more equitable and reflective of its patronage."

This statement is misleading. The Vermilion Public Library does not have the authority to requisition funds from the County. The direct and indirect contribution by the County to the Library has a value of **\$40,014.95** that assists with the operations of the Vermilion Public Library.

The County recognizes the Town's tax notices are your business. However, it is essential that all contributions are accurately represented. We believe that there is an opportunity to clarify some of the assumptions presented and we are committed to working together to present to the public a clear and accurate understanding of everyone's contributions.

Regards,

A black rectangular redaction box covering the signature of Reeve Marty Baker.

Reeve Marty Baker
County of Vermilion River

2024-2025 ANNUAL REPORT



NSWA

NORTH SASKATCHEWAN
WATERSHED ALLIANCE

VISION

People working together to improve the health and sustainability of the North Saskatchewan River watershed today and into the future.

MISSION

To protect and improve watershed health, water quality, and water quantity by:

- seeking, developing, and sharing knowledge;
- facilitating partnerships and collaborative planning;
- working in an adaptive management process; and,
- striving to advance the practice of watershed stewardship.



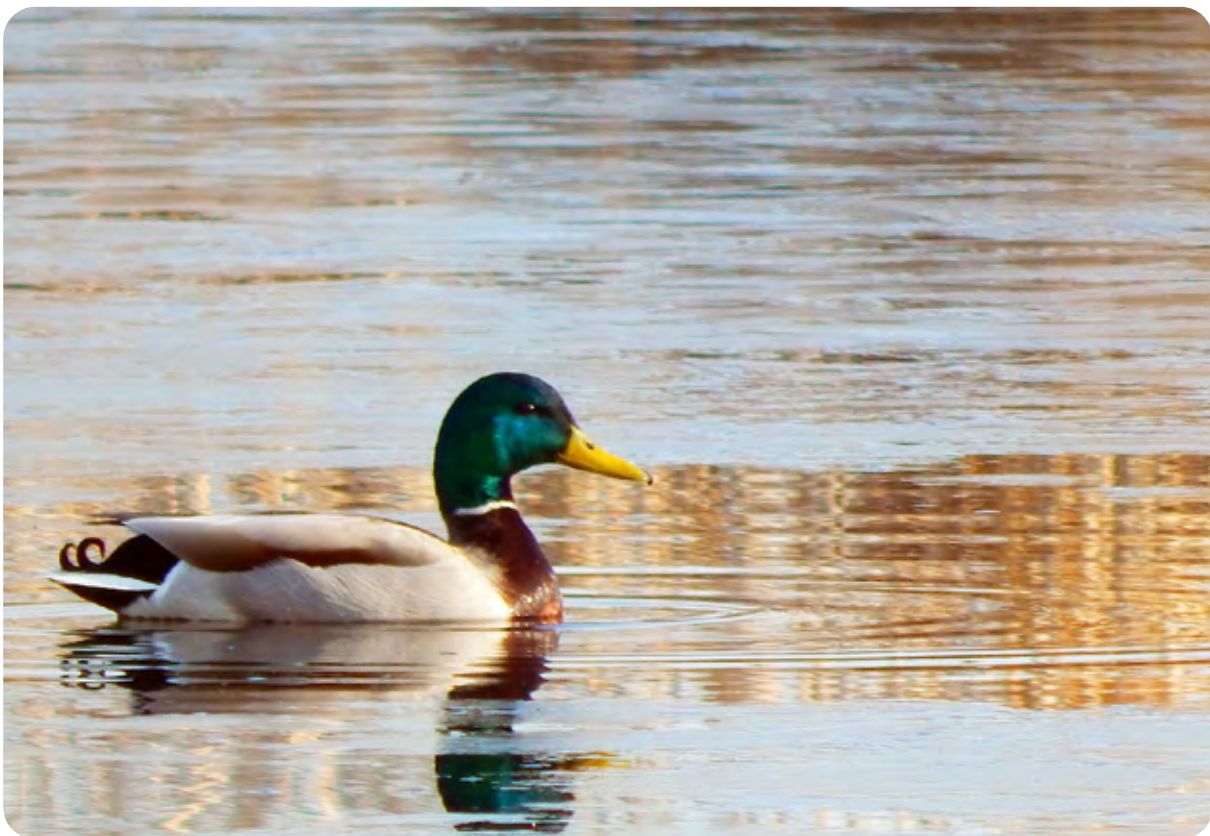
PHOTO CREDITS IN THIS REPORT

Cover - Ryan Northcott
Page 3- Ryan Northcott
Page 5- Stephanie Neufeld, Ryan Northcott
Page 12- U of A Water Engineering School (bottom right), Maricor Arlos
Page 21 all photos- Ryan Northcott
Back Cover- Ryan Northcott

All other photos without photo credits were taken by NSWA staff.

TERRITORIAL ACKNOWLEDGEMENT

The North Saskatchewan Watershed Alliance acknowledges that the traditional land on which our watershed resides is in Treaty 6 Territory, Treaty 8 Territory, and the Métis Homeland. We deeply respect and wish to honour the diverse Indigenous Peoples whose ancestors' footsteps have marked this territory since time immemorial, including the Nêhiyawak/Cree, Denesų́liné/Dene, Anishinaabe/Saulteaux, Nakata Isga/Nakota Sioux, and the Niitsitapi/Blackfoot peoples. We further acknowledge this territory as the Métis homeland and the home of one of the largest communities of Inuit south of the 60th parallel.



NOTE FROM THE CHAIR



This past year, the NSWA continued to demonstrate the value of collaborative watershed management across our diverse region. As Chair, I am proud of the Board's strong governance, strategic oversight, and commitment to supporting a thriving watershed. We welcomed new partners, strengthened relationships with municipalities and Indigenous communities, and provided leadership on key water issues.

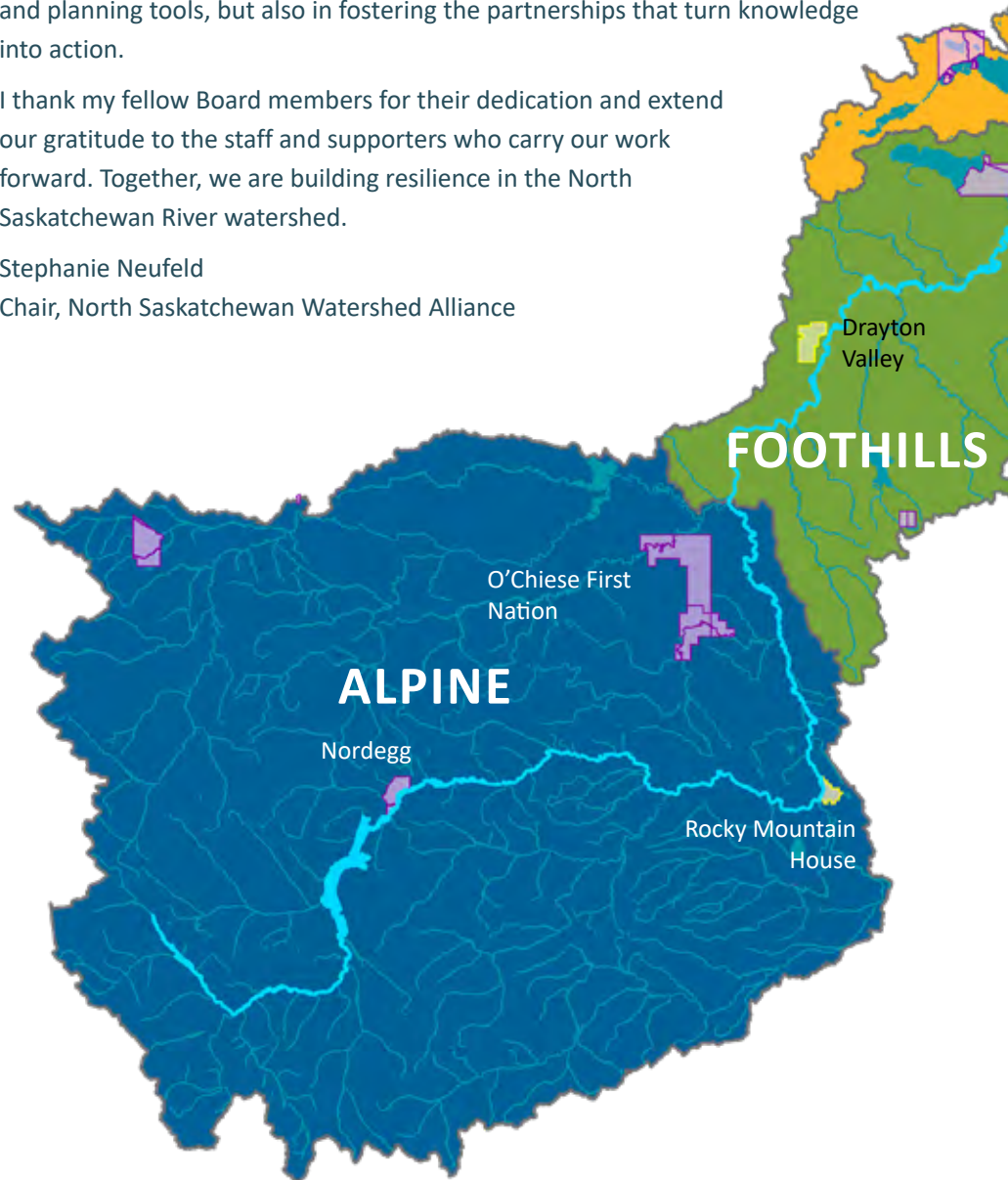
The work of the NSWA remains essential, not only in producing trusted science and planning tools, but also in fostering the partnerships that turn knowledge into action.

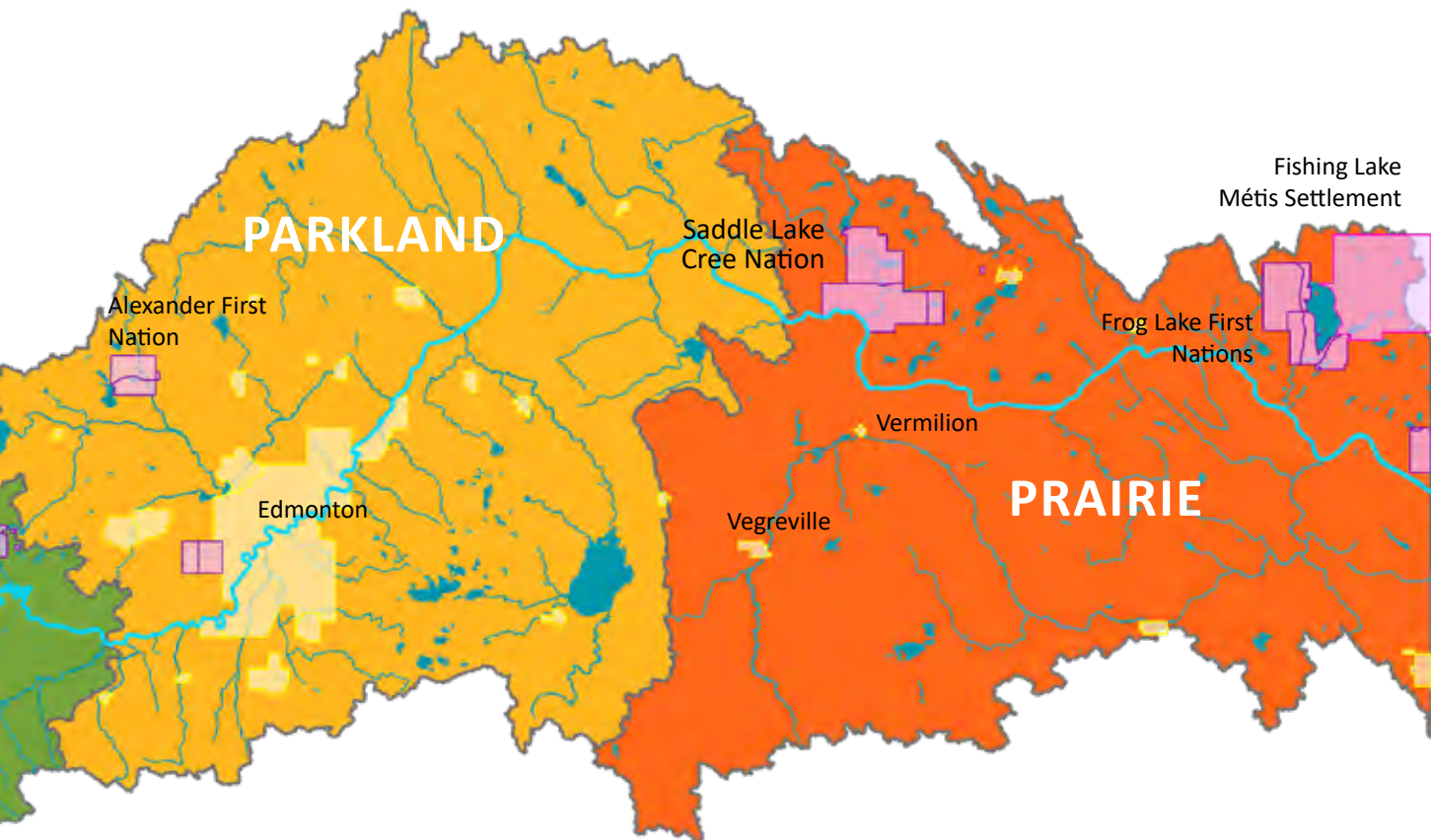
I thank my fellow Board members for their dedication and extend our gratitude to the staff and supporters who carry our work forward. Together, we are building resilience in the North Saskatchewan River watershed.

Stephanie Neufeld
Chair, North Saskatchewan Watershed Alliance

ABOUT THE NORTH SASKATCHEWAN RIVER

The North Saskatchewan River watershed covers about 57,000 square kilometers in Alberta, starting in the Rockies and flowing east through Edmonton and other communities to the Saskatchewan border. It's home to a mix of ecosystems and supports a wide variety of plants and animals. As a key water source for people, farms, industry, and wildlife, this complex system requires a well-rounded approach to stewardship, management, conservation, and protection.





NOTE FROM THE EXECUTIVE DIRECTOR

The NSWA team made significant strides this year in advancing watershed planning, coordination, and engagement. We launched several impactful projects, contributed to regional initiatives, and expanded our outreach programming.

One significant highlight is our ongoing effort to expand youth leadership with programming like our Youth Water Council, a creative and inspiring journey that culminated in a Council-led comic book. We also launched innovative data tools and continued our role as a trusted source of watershed knowledge.

These achievements are possible thanks to the commitment of our partners, funders, and the dedication of our staff. As we look ahead to our 25th anniversary in 2025, we remain focused on building collaborative solutions that protect and enhance the health of the watershed for generations to come.

Scott Millar

Executive Director, North Saskatchewan Watershed Alliance



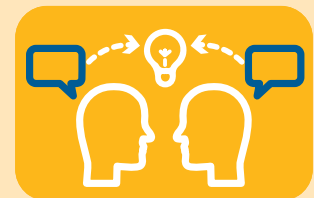
ABOUT THE NSWA

The North Saskatchewan Watershed Alliance (NSWA) is a non-profit, multi-stakeholder organization dedicated to promoting the health and sustainability of the North Saskatchewan River and its watershed. Under the *Alberta Water for Life* strategy, the NSWA carries the responsibility of developing and then encouraging voluntary implementation of an integrated watershed management plan. Implemented through collaboration and community engagement, the plan sets out the actions needed to protect and enhance the quality of water and the health of aquatic ecosystems within the watershed, while also supporting the social and economic well-being of the region.

Strategic Goals



Collaboration:
Preferred partner in watershed management



Stewardship:
Leader in watershed stewardship



Knowledge:
Resource for watershed information and education



Management:
Sustainable and well managed organization

NSWA STAFF



Back row, left to right: Amanda Hardman, Mary Ellen Shain, Scott Millar, Heather Marshall, Caitlin Hilsen-Ashford

Front row, left to right: Ellen Cust, Emily Specht, Kelsie Norton, Lauren Comba, Kaila Belovich, Michelle Gordy

Missing: Jillian Peterson



BOARD OF DIRECTORS | 2024-2025

CHAIR

Stephanie Neufeld
EPCOR
Utilities Sector

VICE CHAIR

Kyle Schole
Member at Large

TREASURER

Adam Polzen
Industry
Pembina Pipeline

SECRETARY

Cindy de Bruijn
Utility
ARROW Utilities

DIRECTORS

Jamie Bruha

Provincial Government
Alberta Environment and
Protected Areas

Bill Fox

Agriculture
Alberta Beef Producers -
Lifetime Director

Alan Corbett

Government Agency
Alberta Drainage Council

Patrick Howe

Industry
Northeast Capital
Industrial Association

Ian Kwantes

Industry
Canadian Timberlands
Weyerhaeuser Company

Tony Lemay

Provincial Government
Alberta Energy Regulator
Alberta Geological Survey

Tracy Scott

Non-governmental
Organization
Ducks Unlimited

Sally Kucher Johnson

Municipal
Parkland County

Elder Leo Bruno Sr.

Municipal
Clearwater County

Corey-Ann Hartwick

Municipal
Strathcona County

Dr. Nicole Nadorozny

Academia
Lakeland College

Robert Pulyk

Municipal
Town of Vermilion

Gennifer Mehlhaff

Indigenous
Samson Cree Nation

Dr. Stephen Craik

Member at Large

Rhonda King

Non-governmental
Organization
ALUS Canada

Miles Wowk

Agriculture
Alberta Beef Producers

Jatinder Tiwana

Advisory Position
City of Edmonton

Rick Wallace

Utility
TransAlta Corporation

THANK YOU TO OUR FUNDERS

We are grateful to the many supporters of the NSWA. We would not be able to facilitate partnerships, complete studies, or share knowledge in our watershed without the time and resources provided by our generous contributors.

We acknowledge the Government of Alberta for providing a multi-year operational grant and important contributions from EPCOR and 39 municipalities in our watershed.



Funders by Project

**“A River Runs Through Us” NSR
Documentary Film:** EPCOR

**Building Drought Resilience with First
Nations of Treaty 6:** Climate West

Regional Lake Stewardship Project:
Pembina Pipeline

**NSR Water Management Roadmap
Project:** Prairies Economic
Development Canada, Alberta
Innovates, Government of Alberta,
Results Driven Agricultural Research,
City of Edmonton, Cenovus, EPCOR,
Keyera, Edmonton Metro Region
Board, ATCO, City of Spruce Grove

State of the Watershed Report: NSWA

Urban Creeks Collaborative: EPCOR

Youth Water Council: Enbridge,
Sherritt International, Imperial Oil,
TransAlta, and TD Friends of the
Environment Foundation

Counties

Beaver County
Clearwater County
Minburn County
County of St. Paul
County of Vermillion River
Lac Ste Anne County
Lamont County
Leduc County
Smoky Lake County
Strathcona County
Sturgeon County

Cities

Edmonton (through EPCOR)
Fort Saskatchewan
St. Albert

Towns

Bruderheim
Calmar
Devon
Drayton Valley
Elk Point
Gibbons
Lamont
Onoway
Redwater
Rocky Mountain House
Smoky Lake
St. Paul
Tofield
Two Hills
Vegreville

Villages

Alberta Beach
Chipman
Innisfree
Spring Lake

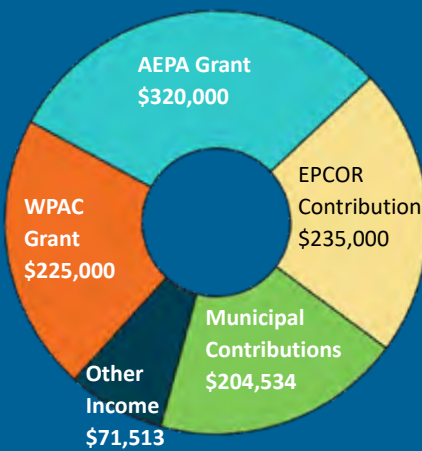
Summer Villages

Horseshoe Bay
Silver Sands
South View
Sunrise Beach
West Cove
Yellowstone

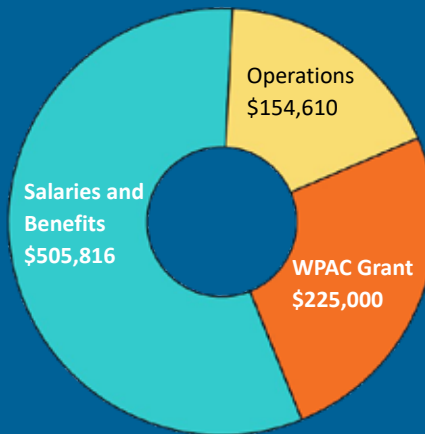
FINANCIAL SUMMARY

Operational Funding

The NSWA receives core operational funding from:



Operational Revenue



Operational Expenses

- An operating grant from Alberta Environment and Protected Areas
- A contribution from EPCOR Water Services Canada
- Municipal contributions equivalent to \$0.60 per capita

Project Funding

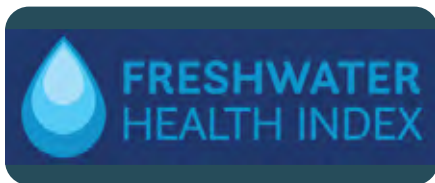
The NSWA seeks grants and other types of project funding from federal, provincial, and private funders for watershed project specific works such as technical studies, education and outreach projects, technology development, and on-the-ground restoration activities.

The NSWA 2024-2025 Audited Financial Statement can be found here.



STATE OF THE WATERSHED

The NSWA is responsible for assessing and reporting on watershed health through a *State of the Watershed* Report. This report offers a baseline, highlights data gaps, supports action, and serves as an educational tool. The last assessment was in 2005, using the data and methods available at the time. Since then, both the data and the needs of the watershed have changed significantly.



The Freshwater Health Index

NSWA is currently updating the State of the Watershed using the Freshwater Health Index (FHI)—a science-based tool developed by Conservation International. This is the first time FHI is being used in North America, and it's being tailored to fit Alberta.

The FHI looks at three areas: Ecosystem Vitality, Ecosystem Services, and Governance & Stakeholders, scoring each from 0 to 100. These scores help identify where management or restoration is needed. Because it brings in multiple perspectives, the FHI supports Alberta's *Water for Life* approach and helps ensure results are useful for local decision-makers.



Bringing FHI to the North Saskatchewan Watershed

The NSWA began to adapt and implement the FHI in early 2023. Key steps in this process were:

- Adapted the FHI indicators to better reflect available data for the watershed.
- Hosted workshops for input and feedback on problem areas across disciplines, backgrounds, and sectors.
- Worked with other WPACs to facilitate repeatable, transparent results across Alberta watersheds.
- Developed a web-based *State of the Watershed* report.
- Consulted with technical experts on all indices and data to ensure they reflect the indicator accurately.

LAKE STEWARDSHIP

Regional Lake Stewardship Project

The Regional Lake Stewardship project, supported by Pembina Pipeline, aims to coordinate lake stewardship activities across lake groups and enable lake shoreline restoration activities in key locations. Learn more about these [stewardship projects here](#).

In 2024, the project undertook two shoreland enhancement projects, which included:

- Bringing 30 students from the New Humble Community School to plant more than 400 native plants along the shore of Wizard Lake, in partnership with the Wizard Lake Watershed and Lake Stewardship Society and Leduc County.
- Assembling community members, joined by MLA Shane Getson, to naturalize a runoff channel and day use area on the shores of Lac Ste. Anne, in partnership with the Summer Village of Yellowstone and the Lake Isle and Lac Ste. Anne Stewardship Society.



eDNA Monitoring

The NSWA partnered with Dr. Patrick Hanington from the University of Alberta's School of Public Health to conduct environmental DNA (eDNA) monitoring throughout the watershed. With support from Smoky Lake County and the Government of Alberta, the NSWA hosted two field technicians who collected 108 samples across the watershed's four reaches. Additionally, the technicians collaborated with Whitefish First Nation and Alexis Nakota Sioux Nation to support monitoring and broader terrestrial and aquatic health assessments.

Preliminary results show no new invasive species have been detected, and Whirling Disease—first found in the watershed's headwaters in 2018—has not shown signs of expanding its range.



Collaborations

The NSWA co-hosted a Lake Stewardship Community of Practice Forum alongside the Alberta Lake Management Society at Snow Valley Lodge in May 2024. Learn more about the [Community of Practice](#).

The NSWA hosted an Invasive Plants and Beaver Coexistence Workshop at Elk Island National Park that included presentations from Parks staff, NSWA, and Cows and Fish, as well as a guided walk to various sites within the park.

EDUCATION & OUTREACH

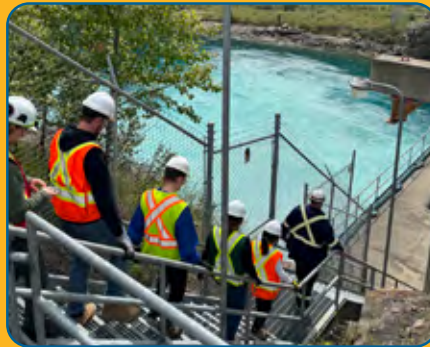
Sharing knowledge and reaching out to the watershed's diverse community is important to the NSWA. This year, the NSWA participated in a variety of events with municipal partners, local watershed stewardship groups, and other organizations. Highlights included Open Farm Days, Alberta Métis Fest, the TELUS World of Science Virtual Youth Climate Summit, the c5 summer kick-off community event, and the St. Albert Clean & Green River fest!

Field Workshops & Training

NSWA joined University of Alberta Engineering students at the faculty's inaugural Engineering Water School. NSWA hosted the watershed management and water quality learning portion of the field school at the Cline River WaterSHED Monitoring

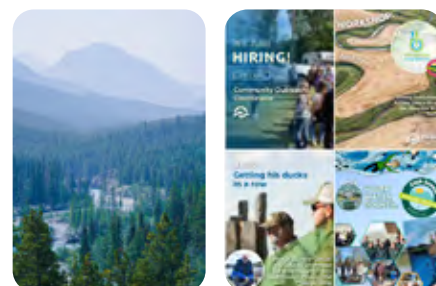
station. Students learned how WaterSHED's one-of-a-kind tributary monitoring network informs regional planning, how parameters are assessed, and did some hands-on water quality testing at the river bank!

TransAlta provided a tour of the Bighorn Dam facility. Students learned how the North Saskatchewan River's flows are managed and got an inside look at the dam's hydroelectric power generation.



SOCIAL MEDIA & WEB COMMUNICATIONS

Social media continues to evolve as an important way for the NSWA to connect with people from across the watershed and share educational information. NSWA's Summer Photo contest had photographers sharing their favourite views of the watershed on social media. The winning shot, "Summer Smoke" shows a smoky wildfire haze unfurling in the Abraham Lake area. The photographer, Harmony Medland-Wolgemuth won a six glaciers helicopter tour for her efforts!



Monthly Instream Newsletter

The NSWA monthly newsletter keeps 1130 subscribers informed about our latest project updates, partner events, watershed news, and ways to get involved! Throughout 2024-2025, blogs featured topics on wildfire research, climate change, drought, and Indigenous perspectives on water. Join our mailing list and become an NSWA member on our website!



5,960 followers



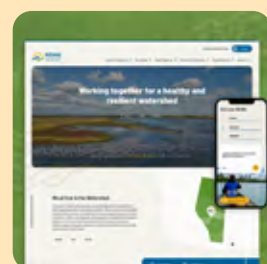
1,130 subscribers



409 attendees



2,850 people reached



New NSWA Website

NSWA unveiled a brand-new website in June 2024, developed by local Edmonton web designer, Box Clever. The new site makes watershed learning accessible and features some new pages, such as an event calendar, blog posts, and resources that can be searched by job or interests.

The Canadian Heritage River StoryMap

The NSWA created a new [StoryMap](#) for the North Saskatchewan River's Canadian Heritage River designation. Meander through history, explore Indigenous heritage, and learn about the unique ecological features of kisiskâciwani-sîpiy/ Omaka-ty!

Watershed Wednesday Webinars

This year's six Watershed Wednesday Webinars featured guest speakers showcasing local initiatives, research, and projects happening in our watershed. The sessions covered topics such as resilient agriculture, Indigenous environmental monitoring, natural infrastructure, and urban creek daylighting initiatives. Watch them on [NSWA's YouTube channel](#).



AGENDA ITEM #10.2.





AGENDA ITEM #10.2.



STURGEON RIVER WATERSHED ALLIANCE (SRWA)

The SRWA continues to implement the 2020 Sturgeon River Watershed Management Plan and conducted a 2024 SR WMP Evaluation Report.

- The Alliance proposed a three-year water quality evaluation and infrastructure planning project for SRWA and received \$200,000 through the Alberta Community Partnership Grant – Intermunicipal Collaboration Stream to support the project.
- The project involves an analysis of existing water quality data to identify hot spots and explores nature-based solutions for high and medium-risk areas identified in the 2018 Watercourse Crossing Assessment.
- Parkland County is the project's municipal managing partner — along with other Alliance members' ongoing support.



VERMILION RIVER WATERSHED ALLIANCE (VRWA)

- The VRWA remains committed to the Vermilion River Watershed Management Plan and is seeking specific on-the-ground projects and funding to improve its watershed's health.
- In collaboration with Lakeland College, the VRWA is developing an activity book designed for children aged 10–12. This interactive resource helps young readers explore their local watershed while introducing sustainability, watershed health, and ecological connectivity in a fun, engaging way.
- The VRWA supported outreach and education activities such as the annual Bugging Out Down by the River event (with the Town of Vermilion Library) as well as County of Vermilion River's Wetland Adventure Days.



URBAN CREEKS COLLABORATIVE

- In 2024, the Collaborative began developing educational and engagement materials to raise awareness about local creeks, the pressures they face, and the actions individuals and communities can take to improve urban creek watershed health.
- An interactive digital tool is being developed, featuring maps, data, and historical context for each urban creek watershed. The tool will be available through the NSWA website in 2025.
- The Collaborative has begun envisioning an Urban Creeks Strategy with the goal to co-develop a shared vision for returning natural hydrology to urban creek watersheds.

INDUSTRIAL HEARTLAND- DESIGNATED INDUSTRIAL ZONE (IH-DIZ) WORKING GROUP

The NSWA is a partner in the IH-DIZ Water Task Team that is working to streamline regulatory processes and meet economic and environmental goals. The group had three key areas of focus over the past year:

- Aquatic Ecosystem Health (AEH) Study: This study intends to assess river health using water quality, macroinvertebrates, algae biomass, and sediment with the results being used to inform development of the long-term monitoring program.
- IH-DIZ LSPC Model Update: The updated model will be used to assess the potential impact that landscape changes and other pressures will have on water quality downstream of the DIZ.
- Wetland Waterbody Characterization Study: Working closely with Alberta Industrial Heartland Association on the 'Waterbody Characterization and Policy in the IH-DIZ' study, with the goal to optimize wetland regulations, policies, and practices within the IH-DIZ.



BUILDING RESILIENCE TO DROUGHT IN THE NORTH SASKATCHEWAN WATERSHED

The spring and summer of 2024 brought concerning drought conditions across Alberta. While the North Saskatchewan River fared better than our southern neighbours, parts of our watershed experienced extremely dry soils and low tributary flows. Local farmers, who mostly depend on rainfall rather than irrigation, were especially impacted.

Although drought is a natural and recurring part of our watershed's history, it is still essential for communities to prepare for future droughts.



How the NSWA supported drought resilience efforts:

- Co-hosted two Building Drought Resiliency workshops, featuring the Drought Toolkit by the Alberta Water Council
- Presented at key events, including the AB Municipalities Climate COP Conference
- Hosted Watershed Wednesday sessions on drought modeling and water shortage planning
- Featured Dr. Gina Ziervogel, author of Day Zero, in a special webinar on Cape Town's 2015–2018 drought
- Provided regular drought updates through media interviews, our website, and newsletters

Partnering with Treaty Six First Nations on Drought Resilience

In 2024, the NSWA began an important partnership with the Emergency Management Department of the Confederacy of Treaty Six First Nations to better understand and respond to First Nations' needs around drought resilience. Existing drought planning tools in Alberta are designed for municipalities and often don't reflect the realities of First Nation communities.

Highlights from Phase 1: Needs Assessment

- Secured funding support from ClimateWest
- Hosted two workshops (Nov 2024 and Apr 2025) to hear directly from Nations
- Co-drafted a Needs Assessment with our Indigenous Liaison, Azure Johnson, and the Confederacy of Treaty 6
- Engaged 12 of 16 Confederacy member Nations

This project is an important step toward equitable access to drought planning tools, while also advancing reconciliation, self-determination, and long-term climate resilience. Phase 1 wraps up in June 2025 and Phase 2 launches next year.

THE RIPARIAN WEB PORTAL

The Riparian Web Portal (RWP) continues to evolve as an important resource for riparian health and watershed improvement across Alberta and beyond. Since its launch in 2021, the RWP has served as a centralized hub for data, tools, and best practices, which in turn supports landowners, municipalities, stewardship groups, and decision-makers in their efforts to understand, protect, and restore riparian areas.

In 2024, we made significant strides in expanding the portal's reach and visibility, supporting more communities in making informed, data-driven decisions for riparian health, which included:

- Secured funding through the Watershed Resiliency and Restoration Fund to hire a full-time Portal Coordinator who will lead technical upgrades, provide training, and build long-term support for users.
- Completed our 3rd Annual RWP Student Competition, engaging 30 Lakeland College students in science communication.
- Collaborated with over 15 organizations to upload project examples and showcase on-the-ground success stories, including the major milestone of the first on-the-ground project from outside Alberta (located in British Columbia) to be uploaded to the Portal.
- Supported three WPACs in integrating new riparian assessment data for priority sub-basins.



NORTH SASKATCHEWAN RIVER WATER MANAGEMENT MODEL & ROADMAP PROJECT



In 2024, the NSWA began a project to collaboratively develop a roadmap for sustainable water management in the North Saskatchewan River Basin, balancing future water availability and water use demands. Stakeholders and rightsholders are developing a hydrological model of the watershed that includes current water use and management, and forecasts potential future water availability due to growth and changing climate. From this foundation, the project will define a 'roadmap' of potential improvements to water management in the basin.

Thanks to funding from 11 partners across federal, provincial, municipal, and industrial sectors, this project is now well underway. The Roadmap lays the groundwork for a coordinated, informed, and proactive approach to water management in the basin. The collaborative working group consists of over 30 members representing industry, government, agriculture, Indigenous communities, and non-governmental organisations which met 10 times in 2024.

YOUTH WATER COUNCIL

NSWA's Youth Water Council (YWC) places youth at the forefront of water conservation and watershed management. Throughout the school year, students from across the watershed come together through collaborative workshops, bi-weekly virtual learning sessions, and a weekend camp. They learn from environmental professionals and one another before co-creating their own Innovative Project.

The 2024 council's project, *River Time Vortex Extravaganza – A Watershed Time Travel Story*, is an educational comic book about watershed health. With the help of NSWA, the council distributed the comic to schools and libraries throughout the watershed in the hopes that it would teach kids about the importance of protecting their natural environment. Following positive reception, an additional 9000 copies of the comic were printed for the RiverWatch Institute's EcoFloats! See the [YWC 2024 webpage](#) and a [digital version of the comic here](#).

In session: The 2025 council features 12 high school students who share a common passion for their local environment. They are currently working on their own project, Education Kits for classrooms.



2025 students from left to right: Gurmehar, Paras, Humza, Samantha, Joanna, Abi, Ilinca, Cynthia, Aven, Tanya, Josie



A RIVER RUNS THROUGH US: THE STORY OF THE NORTH SASKATCHEWAN RIVER DOCUMENTARY FILM SERIES

Written & Directed by: Ryan Northcott (Panoramic Media), Steph Neufeld (EPCOR), & Kaila Belovich (NSWA)

The NSWA has been working with Panoramic Media and EPCOR to develop a 7-part documentary featuring the North Saskatchewan River. Filming, interviews, and scripting progressed throughout 2024, and the film is anticipated to premiere in Edmonton in mid-July 2025.



Teaser

From the glacial past to the present day, the North Saskatchewan River has shaped the land and the lives of those who rely on its waters. This documentary traces the river's geological origins, explores the delicate balance of its ecosystems, and examines the ways in which human activity has influenced its health. Through the voices of scientists, stewardship groups, Indigenous peoples, and local communities, the film uncovers the evolving relationship between people, the North Saskatchewan River, and its watershed.

This documentary is presented by EPCOR—the water utility provider for Edmonton and surrounding regions—and NSWA. Their shared belief is that education is key to stewardship. By watching the film and discovering more about the North Saskatchewan River, we hope to enhance your connection with the river, and inspire you to conserve the river for generations to come.



Carving its way through rugged landscapes and historic communities, the North Saskatchewan River is more than just a waterway, it's a lifeline, shaping industries, ecosystems, and cultural identities across time immemorial.

CONTACT US

825.901.7676

North Saskatchewan Watershed Alliance

#202, 9440-49 Street, Edmonton, AB

T6B 2M9

water@nswa.ab.ca

STAY CONNECTED



NorthSaskRiver



@NorthSaskRiver



@NorthSaskWatershedAlliance



north_sask_river



A message from the Executive Director... 2024-2025

The Alberta HUB region is located on Treaty 6 territory and the homeland of the Metis people. We acknowledge this land as the traditional gathering place and center for trade for First Nations and the Metis people.

This year marks an incredible anniversary for the Northeast Alberta Information HUB.... 25 years! This is a tremendous milestone for the members to celebrate especially when it comes to regional economic development. This achievement displays the will of our members to work together to make a significant and positive impact on our regional economy. Our definition of impact includes job creation, enabling investment and bringing global awareness to our region, and addressing barriers to growth. Alberta HUB's aim is to focus on high impact projects that benefit all members to one degree or another while enhancing our reputation as a diverse and innovative location.

At the center of our mission lies a deep commitment to utilizing the collective strength and potential of our municipalities, First Nations, Metis Settlements, Post-secondary educational institutions and business/industry which opens up economies of scale for increased success.

Alberta HUB provides support for our members and acts as a connector, collaborator, and storyteller for our region. We're dedicated to facilitating relationships between our members, businesses, local and global investors to make the Alberta HUB region a location of choice.

I want to thank Alberta HUB Chairperson Mayor Aalbers, the executive committee, the board and the membership for their support, guidance, and trust in my abilities. I want to also thank MLA Garth Rowsell, Honourable Jackie Armstrong-Homuniuk, MLA Scott Cyr, MLA Glen van Dijken, Minister Nally and Minister Jean for their support and dedication to the Northeast Alberta Information HUB.

*Respectfully Submitted,
Bob Bezpalko, Executive Director,
Northeast Alberta Information HUB (Alberta HUB)*



Northeast Alberta Information HUB

Strategic Core Activities

In December of 2022 the Alberta Government released the Economic Development in Rural Alberta Plan (EDRAP). This plan lays out 5 strategic directions with a focus on rural economic growth. The intent of the EDRAP strategic directions is to enhance economic development capacity, support small business and entrepreneurship, advance rural tourism initiatives and to build the workforce to take on economic development projects.

Alberta HUB's strategic goals align with EDRAP:

- *Enabling Investment*
- *Business Support*
- *Regional/Member Capacity Building*
- *Strategic Marketing / Communications (Internal/External)*

Enabling Investment

Objective: Market/Promote investment in the Alberta HUB region with a focus on diversifying the regional economy. This core activity centered on investment attraction along with supporting current businesses to maintain/expand their market share.

The result.....increased taxation revenue, increased employment opportunities.

Through a strategic, research-based approach Alberta HUB focused on the industry sectors of Energy, Agriculture, Aerospace, UAV (Drone), Manufacturing, Forestry and Tourism.



Agriculture / Value-Add

- ✓ Provided regional Agriculture information to 6 potential investors
 - ✓ Provided investment support/funding opportunities for 4 regional businesses
 - ✓ Held meetings with Invest Alberta, Ag/Irrigation re investment opportunities
- Provided investment intel to the principals of Red Wolf Corp, Mrs. G's Produce Company – LLB County... setting up a state-of-the-art vertical farming operation along with indoor growing facility with a indigenous focus... Exploring financing options – First Nations Bank, AIOC

BioMass

- Met with Provectus Energy which specialize in advanced biofuel technologies and are keenly interested in exploring opportunities to collaborate with the Alberta HUB region. This lead is the result of Alberta HUB's BioMass project that established an "A" rating for wheat straw feedstock to develop sustainable aviation fuel, contributing to the goal of producing 150 million litres/year of SAF in the Alberta HUB region by 2030. Boost economic growth and job creation, aligning with the projection of generating over \$15 billion annually in economic output, as well as thousands of construction and permanent clean tech jobs.

Aerospace, Technology & Defense (on-going)

- ✓ Provided intel to businesses regarding the \$14B investment at CFB 4-Wing Cold Lake
- ✓ Access to local procurement opportunities

UAV (Drones) (on-going)

Alberta HUB Skyways Project

An impact study to support the development of a trade ecosystem focused on advanced air mobility (AAM) a transportation system that moves people and cargo using remotely piloted aircraft systems (RPAS)....

- ✓ Identifying opportunities in the UAV sector for investment and job creation
- ✓ Increase value of rural airports for revenue generation, investment and jobs.
- ✓ Member of the iART Alliance, AirMARKET (UAV), re BVLOS trials, intel gathering



Business Support/ Entrepreneurship

Through the members of Alberta HUB, Chambers of Commerce's and Community Futures across the Alberta HUB region Alberta HUB provided information about industry development and funding opportunities for existing businesses and start-ups.

- ✓ *12 chambers representing over 1500 businesses provided funding and industry development*
- ✓ *Increased awareness of GOA and Federal business resources*
- ✓ *Met with numerous businesses across the region, identifying investment barriers at the Municipal, provincial and federal level*
- ✓ *Alberta HUB provided input for the Government of Alberta "What We heard " report...led by Honourable Tany Yao, Parliamentary Secretary for Small Business and Northern Development.*

Aligning resources with Canadian Manufacturers & Exporters (CM&E) addressing barriers for manufacturers.

- ✓ ***Manufacturing Alberta's Future*** report was created and provided to the Minister of Jobs, Economy & Trade and distributed to the Alberta HUB membership.
- ✓ *Prioritizing next steps based on capacity*



Community Capacity Building / Investment Readiness.....

- ✓ *Implementing recommendations from the Regional Investment Readiness (Competitiveness) study which provided Municipal, First Nations and Metis Settlement members best practices/ recommendations for investment readiness.*
- ✓ *Working with utility providers, transportation/logistics, etc. addressing barriers to growth*
- ✓ *Held 2 Investment sessions with regional EDOs, CAOs, Planning & Development and Colleges enhancing/educating the ability/capacity of members to respond to investment inquiries.*
- ✓ *Held 5 board/membership meetings providing information about barriers for investment. These included (but not limited to) Rural Business Grants, funding, Financing, transportation.*
- ✓ *Working with MLA Shane Getson, Parliamentary Secretary for Economic Corridors and MLA Garth Rowsell on economic corridor development and formalization*
- ✓ *Provided the N.E. Alberta Alliance Growth & Opportunities (Mayors/Reeves/ Indigenous Leaders) with information for advocacy efforts addressing investment barriers on a regional basis.*
- ✓ *Collaborating with Innotech Alberta regarding applied research for commercialization*
- ✓ *Presented intel on Alberta HUB's value proposition to Imperial Oil and Lakeland Co-op. We are now in discussions regarding potential/current projects that are of value. Potential Alberta HUB membership is also being discussed.*
- ✓ *Alberta HUB members Bruderheim, Andrew, Lamont, Elk Point and Marwayne have increased their engagement with Alberta HUB....focused on investment readiness.*

..... Marketing

- ✓ *Developed/Updated Investment marketing material for municipal, First Nation, Metis Settlement members for use on each members website. (on-going)*
- ✓ *Updated the Alberta HUB regional investment profile (on-going)*
- ✓ *Proactively marketing the Alberta HUB region on Linked IN (2000 connections) 4 site selector connections, across Canada and the U.S.*
- ✓ *Working with Palliser Economic Partnership and the Battle River Economic Partnership on the Eastern Alberta Trade Corridor, economic corridor, highway 36, Wild Horse Port of Entry access to U.S. and Mexican markets via highway 36 and 41. high load corridors.*
- ✓ *Met with MLA Shane Getson Parliamentary Secretary for economic corridors*
- ✓ *Updated the Alberta HUB website with current investment information, close to 5000 new visitors on the Alberta HUB website over a 12-month period.*



Gerald Aalbers, Chair Northeast Alberta Information HUB

It is my distinct pleasure to present the Annual Report for the operational year Completed March 31, 2025. I would like to acknowledge that the Alberta HUB region is on Treaty 6 territory and the homeland of the Metis People. In the spirit of reconciliation, we recognize the traditional Indigenous territories within which our communities and the Alberta HUB region is located

It has been a real privilege to work with the board of directors, our Executive Director and the membership as we continue to champion Economic Development in Northeast Alberta. Alberta HUB continues to provide valuable information on opportunities, our changing economy and support programs available for our members and collaborative partners.

2025 marks the 25th Anniversary of the creation of the Alberta HUB. I want to thank those members who provided the foresight and commitment to launch our organization and guide us to this pivotal point. The last number of years have been both rewarding and challenging as our respective economies have experienced bumps in the road. We continue to work through the changes to the funding support from the Government of Alberta as they continue to evaluate the value the regional economic development alliances delivery across Alberta.

Alberta HUB is a grass roots organization driven by collaboration in a regional context. Alberta HUB played a pivotal role with our two southern neighboring REDA's to see another successful Eastern Alberta Trade Corridor Conference being held in Medicine Hat. Trade and economic corridors were highlighted to our future economic growth for our respective regions.

I want to thank the Members of the Legislative Assembly and Members of Parliament that represents the Alberta HUB region for their continued support. MP Shannon Stubbs has also been instrumental in supporting our cause at the Federal level. We continue to receive excellent support for our MLA's and cabinet ministers that represent our HUB members in the provincial legislature and at the board meetings.

In conclusion, I offer many thanks to the board of directors, our Executive Director and membership for their dedication to making our region the great place it is to do business and raise families. We will continue to make regional economic development a priority. Thank you for the opportunity to serve as Alberta HUB Chair this past year.

Respectfully,
Gerald S. Aalbers, Chair Northeast Alberta Information HUB

Alberta HUB Members Villages

Andrew / Glendon / Innisfree
Kitscoty / Mannville / Boyle
Myrnam / Vilna / Chipman
Paradise Valley / Marwayne

Towns

Bonnyville/St. Paul /Vegreville
Vermilion / Elk Point / Lamont
Smoky Lake / Two Hills
Mundare/Bruderheim
Athabasca /Redwater

First Nations

Cold Lake First Nation
Kehewin Cree Nation
Whitefish First Nation
Frog Lake First Nation

Cities

Cold Lake / Lloydminster

Metis Settlements

Elizabeth / Kikino /
Buffalo Lake

Counties/M.D.

Lac La Biche County
M.D. of Bonnyville
County of St. Paul
Thorhild County
County of Minburn
Smoky Lake County
County of Two Hills
Lamont County
County of Vermilion River
Athabasca County

Colleges

Portage College /
Lakeland College
University at Blue Quills

Business/Industry

EMW Group /MCSnet
Aerium Analytics

Associate Member

Fortis Alberta



Vermilion River Regional Alliance Annual General Meeting

Thursday, April 3, 2025

Cenovus Room, Marwayne

Clinton Murray – County of Vermilion River
Hannah Musterer – County of Vermilion River
George Kuneff – County of Vermilion River
Chris Neureuter – Village of Marwayne
Shannon Harrower – Village of Marwayne
Shannon Kennedy – Village of Marwayne
Don Bergquist – Village of Paradise Valley
Jim Warren – Village of Paradise Valley
Robert Snow – Town of Vermilion
Justin Vance – City of Lloydminster
Jim Taylor – City of Lloydminster
Dion Pollard – City of Lloydminster
Daryl Frank – Village of Kitscoty
Joyce Bell – Village of Kitscoty
Rex Smith – Village of Mannville
Brooke Magoose - Village of Mannville

Meeting to order at 6:20

- 1. INTRODUCTIONS**
- 2. ADDITIONS TO THE AGENDA**
- 3. ADOPTION OF AGENDA**

Moved by Robert Snow, THAT the Agenda for April 3, 2025, Vermilion River Regional Alliance be accepted as presented. **CARRIED.**

4. ADOPTION OF MINUTES

4.1 2024 AGM – January 18, 2024

Moved by George Kuneff. Justin Vance Second, THAT the minutes from the January 16, 2024 Vermilion River Regional Meeting be accepted as amended. **CARRIED.**

5. BUSINESS ARISING FROM THE MINUTES

No business arising from the minutes.

6. ITEMS FOR DISCUSSION

6.1 Advocacy Items

The group discussed several items for advocacy and decided on the following items to prioritize for 2025:

Transportation: We are calling for improvements at the intersection of Highway 16 and 897 to enhance safety and address increasing traffic volumes.

Housing: The region is experiencing growing demand for both senior housing and services that address homelessness.

Health: Urgent investments are needed to address the aging infrastructure of the Vermilion and Lloydminster hospitals and to improve access to essential health services throughout the region.

Emergency Services: We face serious challenges with ambulance response times, RCMP recruitment and retention, and staffing shortages in fire services.

Education: More robust funding is required to sustain and expand educational programs and student services in our schools.

How will this be accomplished?

- Letters
- Connecting with Ministers
- Connecting with our MLA
- Advocating at various conferences
 - o AB Munis
 - o RMA

There was also a discussion about economic development activities and any ongoing projects would be finished but no new projects would be started.

6.2 – Nait Project

We heard back from Todd that we were not successful with the project. We will remain an active project

7. CHAIR REPORT

Councillor Murray updated the alliance on activities and discussed having Jordan Walker to come talk about site selector information.

Talk to Corrinne McGirr about the NRED. Community futures did not apply for the 60,000 in funding and we suggested that we pause the application until we heard back from the NRED grant.

8. ROUND TABLE UPDATE

Village of Kitscoty

The average age of residents in Kitscoty is 32. The community hall recently received a CFIP (Community Facility Enhancement Program) grant, which is being used to renovate, repaint, and upgrade flooring. Additionally, the Farmstead Market is undergoing renovations to expand its grocery store offerings.

County of Vermilion River

The first drafts of the Municipal Development Plan (MDP) and Land Use Bylaw (LUB) are now available for review. Councillors recently attended the RMA (Rural Municipalities of Alberta) conference. Progress continues at the Blackfoot Lagoon, with the proposed evaporation pond project pending a scope change under an Alberta Government grant.

During the STARS Tour, Councillor Murray noted a shift in patient transport destinations—from Edmonton to Red Deer. The County has also provided financial support for arena projects in both Marwayne and Paradise Valley. Recruitment is underway for a full-time Economic Development Officer (EDO), and road bans are currently in effect.

Village of Paradise Valley

The Village recently hosted a successful dinner theatre. Planning has commenced for the upcoming fair, and construction has started on the new Public Works building.

City of Lloydminster

The City is in the final stages of forming a policing committee that will include members of the public and City Council. All cement has been poured for the Cenovus Energy HUB project. City officials also participated in the SUMA (Saskatchewan Urban Municipalities Association) convention.

Lloydminster will host the U18 AAA Esso Cup tournament. While both the Bandits and Bobcats teams experienced recent losses, the "Battle of the Bandit" event was a success. The City continues its efforts to address homelessness, including clearing encampments over the summer while maintaining a more lenient approach in winter.

Plans are progressing to wind down operations at the Civic Centre. A new Land Use Bylaw is scheduled to be presented to Council on Monday, April 7. There is currently no building permit issued for a proposed large warehouse development. Council has approved new businesses to open in the Canadian Tire plaza.

Town of Vermilion

Town representatives attended the ABmunis (Alberta Municipalities) convention and held meetings with provincial ministers. The Town is seeking funding to upgrade its sewer main line in support of new residential development.

An agreement with the provincial park is being finalized to address maintenance responsibilities. In partnership with the Chamber of Commerce, the Town is working to enhance local economic development. Recent events included a successful Vermilion Race, and more community events are on the horizon.

Village of Mannville

The Village is in the final stages of its budgeting process. Brooke Magoose has been appointed as the new Chief Administrative Officer (CAO). Mannville is exploring new development opportunities through participation in a regional economic development group. The Village is also seeking a new golf course manager and has secured funding to address riverbank erosion.

Village of Marwayne

CAO Shannon has announced her departure from the Village. Development of industrial lots is underway, and Vielke Agro has officially moved into the area. The local arena renovation project is progressing.

Looking ahead to the Village's 100th anniversary in 2026, staff are preparing a grant application under the "Building Communities Through Arts and Heritage – Community Anniversaries" program. Plans are also in place to convert old courts into multi-use pickleball and basketball courts. Additionally, the PBR (Professional Bull Riders) event is scheduled for April.

9. MEETING DATES 2025

Upcoming Meeting Schedule – Tentative

June 19, 2025 – Mannville will host the next VRRRA meeting at the golf course.

September 18, 2025

November 20, 2025

1. ADJOURNMENT

The meeting adjourned at 7:37.

Police Review Commission

Goal:

Establish a new public agency under the Police Act for police complaints, investigations, and coordination of disciplinary hearings.

Timeline: December 2025

Next report due: July 21, 2025

Status Report

Key accomplishments this period

Policy and Regulatory Development

- Policy development on the alternative dispute resolution and investigative processes.
- Collaboration with LEO to develop transition materials for police commissions.
- Shared policy transition documents with AACP SPC on June 25.

Engagement and Training

- Indigenous liaison attended Mîni Thnî on June 18 and Siksika Nation on June 27 for community Powwow gatherings.
- Initial draft review completed for Police Complaints and Cultural Competency courses.
- Continued work on the production and customization of the PRC's Learning Management System (LMS).
- ASIRT's oversight of peace officers when the PRC launches.

Operational Planning

- Case management system on track to be operational to support training following wrapping up user acceptance testing. Project expected to be completed on July 25.
 - System enhancements expected before and after December 1, 2025.
- Kick-off meeting for IT system to integrate voicemails, phone calls and emails into the case management system.

Other

- Creative services vendor has developed the PRC's visual identity. Moving into work on the website and templates.

Reporting Period: June 23 to July 7, 2025

Key activities planned next period

Policy and Regulatory Development

- Continue work on transition packages for police services and police commission.
- Continue work on the policy framework to support implementation of the PRC.

Operational Planning

- Explore business processes related to information transferring mechanisms from police services to the PRC.
- Case management system demo to Medicine Hat Police Service on July 11.

Engagement and Training

- Meeting with the AAPG special purpose committee on July 8.
- Indigenous liaison to attend Tsuut'ina Nation Police Service community event on July 9.
- Meeting with Indigenous Community Partners at Enoch Cree Nation July 11 and 12.
- Curriculum vendor continuing work on draft course content.
- LMS vendor continuing work on system configuration.
- Creative services vendor to begin development of PRC website while continuing visual identity work.
- Meeting with Tsuut'ina Police Service on July 23.

Other

- Work on the PRC website is expected to begin next reporting period.
- PRC recruitment underway. Job advertisements will be posted to <https://jobpostings.alberta.ca/>

Police Review Commission Milestones

Key Milestones

Reporting Period: June 23 to July 7, 2025

PRC Milestones	Anticipated Timeline*
Case management system development	July 2025
Phase 1-2 recruitment for permanent PRC staff: Executive directors, directors and key support positions	By late summer 2025
Updates to the Police Service Regulation Engagement, research and analysis is ongoing	By fall 2025
Policy manual Engagement, research and analysis is ongoing	Fall 2025
Phase 3 recruitment of PRC staff Recruitment will continue into 2026	Fall 2025
JJ Bowlen Building (Calgary interim office) occupancy	Fall 2025
Labour Building & 108 St Building (Edmonton interim office) occupancy	Fall 2025

*Timelines are based on available information and may shift as more information becomes available. Changes will be communicated.

Police Review Commission Recruitment

Recruitment Ongoing

Reporting Period: June 23 to July 7, 2025

Positions	Stage
Director, Case Management (Comp. #72649)	Application open
Executive Director, Case Management and Resolution (Comp. #72259)	Application screening
Director, Resolution (Comp. #72550)	Interviews
Manager, Training and Development (Comp. #72257)	Interviews
Executive Advisor (Comp. #72657)	Interviews
Manager, Case Management (Comp. #72529)	Interviews
Data Scientist (Comp. #72546)	References

All open competitions are available at <https://jobpostings.alberta.ca>

Police Review Commission Recruitment

Recruitment Upcoming

Reporting Period: June 23 to July 7, 2025

Upcoming Positions	Status Update
Statutory/Level 2 Investigators x4	1-2 weeks
Hearing Planner	2-3 weeks
Manager, Resolution	2-3 weeks
Senior Resolution Specialist x6	4-5 weeks
Resolution Specialist x6	4-5 weeks
Resolution Coordinator x2	4-5 weeks

AGENDA ITEM #10.5.

All open competitions are available at <https://jobpostings.alberta.ca>

Police Review Commission Acronym Glossary

- AACP- Alberta Association of Chiefs of Police
- AAPG- Alberta Association of Police Governance
- ADM- Assistant Deputy Minister
- ADR- Alternative Dispute Resolution
- AFPA- Alberta Federation of Police Association
- ALERT- Alberta Law Enforcement Response Teams
- ASIRT- Alberta Serious Incident Response Team
- CCRC- Civilian Review and Complaints Commission
- CEO- Chief Executive Officer
- CPS- Calgary Police Service
- ED- Executive Director
- EPS- Edmonton Police Service
- GIS- Geographic Information System mapping
- GoA- Government of Alberta
- IIO- Independent Investigation Office
- IST- Investigative Services Team (section within LEO)
- LEO- Law Enforcement Oversight Branch (Branch within PSES)
- LERB- Law Enforcement Review Board
- Level 1: Serious and sensitive incidents (currently handled by ASIRT). This level will also apply to Alberta peace officers.
- Level 2: Statutory complaints (offences specified in an act of Parliament or of the legislature) but do not meet the definition of “serious and sensitive.”
- Level 3: Code of conduct complaints (currently code of conduct complaints as per the *Police Service Regulation*).
- Level 4: Unsatisfactory performance matters(to be logged by the PRC and returned to the police service of jurisdiction to manage).
- Level 5: Complaints regarding policy or services of a police service (to be logged by the PRC and returned to the police service of jurisdiction to manage).
- NPF- National Police Federation
- OAPSB- Ontario Association of Police Services Boards
- OIPRD- Office of the Independent Police Review Director (Ontario)
- OPCC- Office of the Police Complaint Commissioner
- PRC- Police Review Commission
- PS- Program Services (type of classification band within GoA)
- PSC- Public Service Commission
- PSD- Public Security Division
- PSES- Public Safety and Emergency Services Minister
- PSIO- Alberta Provincial Security and Intelligence Office
- SME- Subject matter expert
- SSII- Strategy, Support and Integrated Initiatives (Division within PSES)
- SIU- Special Investigations Unit (Ontario)
- T&I- Ministry of Technology and Innovation



Vermilion & District Chamber of Commerce

Board Meeting Minutes

Date: May 5, 2025

Time: 5:30 pm

Location: Chamber Office

Board Attendance: Miranda Lychak (President), Amber Skolarchuk (Vice President), Sherry Martin (Director), Kim Shimko (2nd Vice President, Mackenzie McIntyre (Secretary), Rob Snow (Town Representative)

Regrets: Heather Millan (Director), Aaron Knopp (Treasurer), Jason Stelmaschuk (County Representative), Jean Murie (Director), Sandra Stone (Scotiabank)

Staff Attendance: Karen Hughes

Guest Attendance: Justin Reid, Shannon Harrower (left at 6:30pm)

Call to Order: 5:36pm

Additions/Approval of the Agenda: Rob approves the agenda as presented.

Acceptance of Previous Minutes: (April 2025) Kim motions to approve the previous minutes.

President Report:

- Tried to work with Stuart (Library) for a candidate forum..
- Found training for Karen through the library for programs through LinkedIn.
- Back and forth with entertainment for the Christmas Party.
- Huge thanks to Justin & Leis for getting the chamber sign up.
- Christmas tender ad out for Caterer and Liquor Supply.
- Webbs Day (Aaron Dyck and Karen attended).
- James McLaughlin at Lakeland College, partner to represent Beckie Scott visit. Beckie Scott had to cancel because of a previous commitment.
- Documents all signed at the VCU for new signing authorities.



- Approved Golf Tournament flyers.
- Arranged a table for Mike Hall Day.
- Attended Zayn's Diner Ribbon Cutting.
- Re-arranged the office along with the Towns input.
- Next Meet & Eat is being prepared.
- New Fuser for printer needed.
- Local gift card swiper not working.
- Golf ads being prepared for Radio. Also send out mailers and email all our contacts.

Executive Director Report:

- Distributed golf tournament flyers as well as Mike Hall Day flyers to members.
- Attended Webbs Machinery Days with Aaron Dyck. Chatted with a few farmers, handed out a few membership packages. We were there for about 3 hours.
- Still searching for Christmas Party entertainment.
- Sent out vendor requests for caterers and liquor for the Christmas party.

Chamber Business:

- Nomination of new board member Justin Reid. Mackenzie nominates, motion carried by board, board accepts. Justin accepts.
- Amber motions to repeal all prior bylaws, Rob seconds. Motion carried.
- Sherry motions to approve amendments to our bylaws, Kim approves. Motion carried.
- Kim motions to lower golf tournament prices to \$350 for a team of 4 and \$200 for a team of 2. Mackenzie seconds. Motion carried.



New Business:

- Board would like to pursue different entertainment for the Christmas Party. PayDay entertainment isn't what they had in mind. Possibly an Impersonator?
- Fuser for the office printer. Shannon Harrower will have Gregg (IT for the town) come and take a look at the problem and see if they can replace it.
- Review current bylaws - Are non-members allowed to be part of council?
- Justin suggests a poker rally for the golf tournament. The board approves. The board decides on all Dads attending the tournament to get a complimentary poker hand.
- Adjust golf tournament posts and flyers and re-post.
- Create new business cards aimed at Farmers. Possibly put at front counters at AG locations? Consult with Aaron Dyck about this as well as getting a testimonial from a farmer.

Discussion:

- Sherry discussed texting about upcoming board meetings. Disruptive at her work place. The board helped her figure out how to turn off notifications in her phone.

Meeting Adjourned at: 8:26 pm



Vermilion & District Chamber of Commerce

Board Meeting Minutes

Date: Jun 9, 2025

Time: 5:30 pm

Location: Chamber Office

Board Attendance: Miranda Lychak (President), Kim Shimko (2nd Vice President), Amber Skolarchuk (Vice President), Rob Snow (Town Representative), Jean Murie (Director), Aaron Knopp (Treasurer), Sherry Martin (Director), Heather Millan (Director), Justin Reid (Director) @ 5:45pm

Regrets: Karen Hughes (Executive Director), Mackenzie McIntyre (Secretary), Jason Stelmaschuk (County Representative)

Staff Attendance: (Karen away)

Guest Attendance: Sandra Stone, Marlene Beattie

Call to Order: 5:29 pm

Additions/Approval of the Agenda: Jean approves the agenda as presented.

Acceptance of Previous Minutes: (May 2025) Amber motions to approve the previous minutes.

President Report:

- New Board Members: Sherry nominates Sandra Stone to be the VDCC Board. All board members in favour. Carried.
- New Board Members: Kim nominates Marlene Beattie to the VDCC Board. All board members in favour. Carried.



- Discussed Christmas Party entertainment. Decided to check out Karen's band suggestion. Find out price and availability. If available and price is within budget book. If not, we will just stick with the D.J.
- 1 submission of supper tender for Christmas Party (Something Sweet - Mannville).
- Thank you to 3 Guys & A Small Fry and Leis for designing and installing our banner sign.
- Meet & Eat was cancelled due to lack of ticket sales
- New Fuser installed and Local Gift Card Swiper issues fixed. Both by Gregg Ibera from the Town.
- Company Reports - Get a quote from both law firms in town as to what it would cost to file our non-profit annual return and corporate profile.
- Scavenger Hunt for Vibe. Made a motion to provide 8 - \$10 gift cards. Aaron motioned to approve. Rob seconded the motion. Carried.
- Form created for updating Business Member profiles on our website. Board perused form and approved form
- Karen needs to follow up on 1. Grant submissions with ACC and 2. Board members profile & up to date pictures for profile.

Executive Director Report:

- There were 7 Ribbon Cuttings in May 2025. The Businesses were: The Crumb & Co. Apothecary, TUGO Chicken, 1234 Marketing, Inked by Cami, Railside Design, The Nest Project and The Spare Button Studio.
- Ribbon Cuttings for June were, Agzone, Mom's Pizza



Chamber Business:

- Christmas Party Photo Booth with props.
- Museum having a Heritage Day Barbecue - August 4th.
- Open Farm Days (Chatsworth Farm) - Do we sponsor? (see attached email).

New Business:

- Possibly put a float in the fair parade.
- Open Farm Days (Chatsworth Farms) - Looking for Sponsors. (email attached).

Discussion:

Meeting Adjournment: 6:25pm

Next Meeting: Jul 7, 2025 @ 5:30pm



Special VDCC Board Meeting via text - Jun 11, 2025 @ 9:55am

Miranda - Good morning everyone and welcome to our chamber group chat, Marlene and Sandra.

I am reaching out this morning to get some feedback regarding our golf tournament on Saturday. I have had some interest in people attending just for the supper and wondering if they can purchase a poker hand. What are your thoughts on this? I think it's a good way to get people involved if they don't want to golf plus it provides us some income from supper and for the poker hand. I am thinking somewhere in the neighborhood of \$20 to purchase a poker hand. If this is something that the board agrees upon then we will conduct a special meeting via text and make a motion. Thank you.

Rob - I think it's a great idea!

Sherry - I vote yes.

Sandra - I like this idea - my vote is yes.

Heather - I vote yes.

Amber - Yes.

Miranda - So I would like to do a special board meeting electronically via text. And I would like somebody to make a motion to set the price for supper only for the evening of \$30 per person and to buy a poker hand would be \$20 per person.

Aaron - Thumbs up.

Kim - I vote yes.

AGENDA ITEM #10.8.

Miranda - Aaron has made the motion, now everyone please let me know if you were all in favour of this motion. Kim seconded the motion.

Rob - Yes.

Sandra - Sandra votes yes.

Sherry - Yes from Sherry.

Jean - Good idea, I vote yes.

Miranda - Justin also texted me back and voted yes.

Amber - Yes.

Heather - Yes.

Miranda - Thank you, motion carried. Meeting adjourned @ 1:25pm on Jun 11, 2025 .

VERMILION & DISTRICT HOUSING FOUNDATION
REGULAR BOARD MEETING MINUTES
May 29, 2025

Board Representatives:

Stacey Hryciuk	Chair	Present	Councillor, County of Vermilion River
Robert Snow	Vice-Chair	Present	Councillor, Town of Vermilion
Marty Baker	Director	Absent	Reeve, County of Vermilion River
Joshua Rayment	Director	Present	Deputy Mayor, Town of Vermilion
Kimberly Thompson	Director	Present	Public Member
Barbara Sjoquist	Director	Present	Public Member – MD of Wainwright
Marcel Berard	Director	Present	Public Member

Administration:

Brittany Bratrud	CAO	Present
Sasha Savic	CFO	Present

1. Call to Order

Chair Stacey Hryciuk called the meeting to order at 3:20 PM

1.1 Additions to Agenda – None

2. Acceptance of the Agenda –

Motion 2025-005-01

Vice-Chair Rob Snow moved to accept the Meeting agenda.

CARRIED

3. Adoption of Minutes

3.1 Regular Board Meeting April 24, 2025

Motion 2025-005-02

Director Kim Thompson moved to approve the April 24, 2025, Board Meeting Minutes as presented.

CARRIED

4. Disbursement Listing

4.1 April 2025 Disbursements Listing for Information – Motion Required

Motion 2025-005-03

Vice-Chair Rob Snow moved to approve April 2025 Disbursement Listing as presented.

CARRIED

5. Financial Statements

5.1 April 2025 Review – Motion Required

Motion 2025-005-04

Director Josh Rayment moved to approve April 2025 Review Financial Statements as presented.

CARRIED

6. Correspondence – N/A

7. Old Business – Actioned

7.1 Apply for line of Credit – Discussed and Accepted as Information

7.2 Admin Report – AR-60-2025 – Motion Required

Motion 2025-005-05

Director Marcel Bedard moved to approve Admin report AR-60-2025 with addition of resident appeal process.

CARRIED

8. New Business

8.1 Business Plan 2026-2028 – Motion Required

Motion 2025-005-06

Vice-Chair Rob Snow moved to approve 2026-2028 Business Plan as presented.

CARRIED

8.2 GOA Budget – Motion Required

Motion 2025-005-07

Director Josh Rayment moved to approve the GOA Budget as presented.

CARRIED

9. Incident Report – N/A

10. CAO Report – For Information – Motion Required

Motion 2025-005-08

Director Kim Thompson moved to accept the CAO Report for information.

CARRIED

12. Date of Next Meeting – June 26th, 2025 @ 4PM in Vermilion Valley Lodge Rotary Room

13. Closed Session –

Motion 2025-005-09

Director Josh Rayment moved to go into closed session at 4:27 PM

CARRIED

CFO Sasha Savic left the meeting at 4:27 PM

13.1 Board – Privileged Information (Section 17, FOIP)

CAO Brittany Bratrud left the meeting at 4:46 PM

CAO Brittany Bratrud returned to the meeting at 4:49 PM

13.2 CAO – N/A

Motion 2025-005-010

Director Kim Thompson moved to return to Open Session at 4:49 PM

CARRIED

14. Adjournment

Chair Stacey Hryciuk adjourned the meeting at 4:49 PM



Stacey Hryciuk
Board Chairman



Brittany Bratrud
Chief Administrative Officer