

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

Page

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. ADOPTION OF THE PREVIOUS MINUTES**
  - 3.1. Minutes of Regular Meeting of Council - April 2, 2024**
- 4. DELEGATIONS**
  - 4.1. 6:05pm - Chris Down - Travel Alberta**
- 5. BYLAWS**
  - 5.1. Bylaw 2.2024 - Trunk Line Borrowing Bylaw - Staff Recommendation**
  - 5.2. Bylaw 2.2024 - Trunk Line Borrowing Bylaw**
  - 5.3. Bylaw 3.2024 - Remote Attendance Bylaw - Staff Recommendation**
  - 5.4. Bylaw 3. 2024 - Remote Attendance Bylaw**
  - 5.5. Bylaw 5.2024 - Tax Rate Bylaw - Staff Recommendation**
  - 5.6. Bylaw 5.2024 - Tax Rate Bylaw**
- 6. NEW BUSINESS**
  - 6.1. Public Commentary**
  - 6.2. Capital Budget Amendment - Staff Recommendation**
  - 6.3. One-Ton Tilt Deck Truck Purchase - For Information**
  - 6.4. Disability Services Professional Appreciation Week - Staff Recommendation**
  - 6.5. Proclamation - Community Disability Services Professional Appreciation Week May 20-26**
  - 6.6. Price Reduction of Commercial Lots - Committee Recommendation**
- 7. MANAGEMENT REPORTS**
  - 7.1. Chief Administrative Officer Report**
  - 7.2. Director of Community Services Report**
  - 7.3. Director of Infrastructure and Planning Services Report**

|         |             |                                                                                                                              |
|---------|-------------|------------------------------------------------------------------------------------------------------------------------------|
| 27      | 7.4.        | <b>Director of Corporate Services Report</b>                                                                                 |
| 28      | 7.5.        | <b>Manager Economic Development</b>                                                                                          |
|         | <b>8.</b>   | <b>COMMITTEE REPORTS</b>                                                                                                     |
|         | <b>8.1.</b> | <b>ECONOMIC DEVELOPMENT</b>                                                                                                  |
| 29 - 35 | 8.1.1.      | Minutes of April 2, 2024                                                                                                     |
| 36 - 41 | 8.1.2.      | The Good Life Institute - Minutes of March 27, 2024                                                                          |
|         | <b>9.</b>   | <b>FINANCIAL</b>                                                                                                             |
|         | <b>10.</b>  | <b>COUNCIL ROUND TABLE</b>                                                                                                   |
|         | <b>11.</b>  | <b>CORRESPONDENCE</b>                                                                                                        |
| 42 - 46 | 11.1.       | <b>2024 Watershed Management Support</b>                                                                                     |
| 47      | 11.2.       | <b>Removal of Municipal School Reserve Designation</b>                                                                       |
| 48 - 53 | 11.3.       | <b>County of Vermilion River - Agenda of April 9, 2024</b>                                                                   |
| 54 - 58 | 11.4.       | <b>County of Vermilion River - Agenda of March 26, 2024</b>                                                                  |
|         | <b>12.</b>  | <b>CLOSED SESSION</b>                                                                                                        |
|         | 12.1.       | <b>Pursuant to Part 1, Division 2, Section 17 (2) of the Freedom of Information and Protection of Privacy Act. Personnel</b> |
|         | <b>13.</b>  | <b>ADJOURNMENT</b>                                                                                                           |

**TOWN OF VERMILION  
MINUTES OF REGULAR MEETING OF COUNCIL  
HELD ON TUESDAY, APRIL 2, 2024 AT 6:00 P.M.**

**PRESENT**

**IN PERSON:**

Mayor Gregory Thronndson  
Deputy Mayor Kevin Martin  
Councillor Robert Snow  
Councillor Paul Conlon  
Councillor Joshua Rayment  
Councillor Kirby Whitlock  
Councillor Robert Pulyk  
Chief Administrative Officer Kevin Lucas  
Director of Community Services Michael van der Torre  
Director of Corporate Services Brian Leibel  
Manager Economic Development Mary Lee Prior  
Executive Assistant Andrea Wilkinson

**VIA VIDEOCONFERENCE:**

**1. CALL TO ORDER**

Mayor Gregory Thronndson called the meeting to order at 6:00 p.m.

**2. ADOPTION OF AGENDA**

Moved by Councillor Paul Conlon “That the Agenda be accepted as amended.” **CARRIED.**

Addition of  
**‘4.2. Hanging Flower Baskets’ under 4. NEW BUSINESS**

**3. ADOPTION OF THE PREVIOUS MINUTES**

**3.1. Minutes of Regular Meeting of Council – March 19, 2024**

Moved by Councillor Robert Snow “That the Minutes of the Regular Meeting of Council of March 19, 2024 be accepted as presented.” **CARRIED.**

**4. NEW BUSINESS**

**4.1. Public Commentary**

Mayor Gregory Thronndson opened the public commentary session at 6:03 p.m.

There was no one in attendance that wished to speak, and no written submissions were received.

Mayor Gregory Thronndson declared the public commentary session closed at 6:04 p.m.

**4.2. Hanging Flower Baskets – For Discussion.**

**5. COMMITTEE REPORTS**

**5.1. LIBRARY**

**5.1.1. Minutes of January 31, 2024 – Accepted as Information.**

**6. FINANCIAL**

**6.1. Accounts Payable for the period of March 20 – April 2, 2024 - Accepted as Information.**

7. COUNCIL ROUND TABLE

- 7.1. The Mayor and Councillors held a round table on recent activities since the last meeting, including:
- Alberta Central East Water Corporation Meeting – March 20, 2024
  - East Central 911 Call Answer Society Board Meeting – March 25, 2024
  - Vermilion & District Housing Foundation Board Meeting – March 28, 2024
  - Economic Development Committee Meeting – April 2, 2024
  - Council Meeting with MLA Rowswell – April 2, 2024
  - North East Alberta Information HUB Ltd. Board Meeting – March 25, 2024
  - Business Networking Breakfast – March 21, 2024
  - Shareword Global Supper (Gideons Supper) – March 25, 2024
  - Northeast Alberta Alliance for Growth & Opportunity (NAAGO) Health Care Sub Committee Meeting – March 27, 2024

The Mayor and Councillors highlighted the following upcoming meetings and events, including:

- Economic Developer’s Association Conference 2024 - April 9 – 12, 2024
- Finance and Governance Committee Meeting – April 9, 2024
- Rotary Garage Sale
- Intermunicipal Liaison Committee Meeting – April 8, 2024
- Northeast Alberta Alliance for Growth & Opportunity (NAAGO) – April 10, 2024
- Lakeland College President/Mayor Meeting - April 11, 2024

8. CORRESPONDENCE

- 8.1. Provincial Education Requisition Credit Program Extension
- 8.2. County of Vermilion River – Minutes of February 27, 2024
- 8.3. County of Vermilion River – Minutes of March 26, 2024

9. CLOSED SESSION

- 9.1. Pursuant to Part 1, Division 2, Section 17 (2) of the Freedom of Information and Protection of Privacy Act.  
Personnel

Moved by Councillor Paul Conlon “That Council for the Town of Vermilion go in closed session at 6:29 p.m.” **CARRIED.**  
**MOTION #24/04/31**

*Chief Administrative Officer Kevin Lucas, Manager Economic Development Mary Lee Prior, Director of Community Services Michael van der Torre, Director of Corporate Services Brian Leibel and Executive Assistant Andrea Wilkinson and left the meeting at 6:30 p.m.*

Moved by Councillor Robert Snow “That Council for the Town of Vermilion revert back to the Regular Meeting of Council at 6:55 p.m.” **CARRIED.**  
**MOTION #24/04/32**

10. ADJOURNMENT

Being the Agenda matters concluded, the meeting adjourned at approximately 6:56 p.m.

READ AND CONFIRMED ON THIS 16<sup>TH</sup> DAY OF APRIL, 2024 A.D.

\_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Mayor

**STAFF RECOMMENDATIONS****DATE:**05 Mar 2024**TOPIC:**

2.2024 Borrowing Bylaw - 2024 Capital Budget

**PROPOSAL:****BACKGROUND**

The 2024 budget was presented in the Finance & Governance Committee Meeting, and then in open council on Dec. 5th, 2023 with Motion #23/12/141 from council to approve. Included in that was the capital budget for the Sanitary Trunk Main Replacement.

In order to complete the Sanitary Trunk Main Replacement it will be necessary for the Town of Vermilion to borrow \$1,400,000 from the Province of Alberta or another authorized financial institution for a period not to exceed 25 years.

Following first reading of the borrowing bylaw in open council, administration will advertise the borrowing bylaws then return to council for second and third reading of the borrowing bylaws.

**FINANCIAL IMPLICATIONS**

The amount of debt required for the Sanitary Trunk Main Replacement is \$1,400,000.

As a municipality we are able to attract favourable rates of interest on debt, usually close to or below the financial institutions prime rate. For legal purposes though we authorize a much higher rate than we will actually utilize and to enable us to consider a variable rate or any other options if they are in the Town's best interest.

The principal and interest payments on debt will be funded through utility ratepayers fees and charges.

**OPTIONS FOR CONSIDERATION**

1. Approve the borrowing bylaw
2. Do not approve the borrowing bylaw which will prevent the project from being started

**PROPOSED BY:**

Brian Leibel

**STAFF RECOMMENDATIONS:**

That Council for the Town of Vermilion give second and third reading to 2.2024 Borrowing Bylaw - 2024 Capital Budget.

**Submitted By:**

Brian Leibel

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**Department Head**

**BY-LAW 2-2024  
OF THE  
TOWN OF VERMILION  
(hereinafter referred to as the "Municipality")  
IN THE PROVINCE OF ALBERTA**

THIS BY-LAW AUTHORIZES THE COUNCIL OF THE MUNICIPALITY TO INCUR AN INDEBTEDNESS BY THE ISSUANCE OF DEBENTURES FOR THE PURPOSE OF CONSTRUCTION OF SANITARY TRUNK MAIN REPLACEMENT

WHEREAS The Council of the municipality has decided to issue a By-law pursuant to Section 258 of the Municipal Government Act to authorize the financing, undertaking and completing of SANITARY TRUNK MAIN REPLACEMENT.

AND WHEREAS the municipality has made plans, specifications and estimates for the project and confirms the total cost of the said project is estimated at \$1,400,000 (One Million Four Hundred Thousand Dollars)

AND WHEREAS the Council of the municipality in order to construct and complete the said project, it will be necessary for the Municipality to borrow up to the estimated sum of \$1,400,000 (One Million Four Hundred Thousand Dollars) for a period not to exceed 25 years, by the issuance of a debenture on the terms and conditions referred to in this By-law.

AND WHEREAS the estimated lifetime of the project is Twenty Five (25) years.

AND WHEREAS the principal amount of the outstanding debt of the municipality at December 31, 2023 is \$10,504,435 and no part of the principal or interest is in arrears.

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all acts and regulations of the Province of Alberta.

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPALITY DULY ASSEMBLED ENACTS AS FOLLOWS:

- 1. That for the purpose of constructing the Sanitary Trunk Main Replacement up to the estimated sum of \$1,400,000 (One Million Four Hundred Thousand) shall be borrowed from Province of Alberta or another authorized financial institution by way of debenture on the credit and security of the municipality at large of which the full sum of \$1,400,000 (One Million Four Hundred Thousand) is to be paid by the Municipality at large.
- 2. The proper officers of the municipality are hereby authorized to issue debentures on behalf of the municipality for the amount and purpose as authorized by this By-law, namely the construction of the Sanitary Trunk Main Replacement.
- 3. The municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual equal payments of combined principal and interest instalments not to exceed twenty five (25) years calculated at a rate not exceeding the interest rate fixed by the Province of Alberta or another authorized financial institution on the date of the borrowing, and not to exceed ten percent (10%).
- 4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
- 5. The indebtedness shall be contracted on the credit and security of the Municipality.
- 6. The net amount borrowed by the bylaw shall be applied only to the project specified by this Bylaw.
- 7. This By-law shall take effect on the day of the final passing thereof.

READ A FIRST TIME IN COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_.

\_\_\_\_\_  
Mayor Chief Administrative Officer

READ A SECOND TIME IN COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_.

\_\_\_\_\_  
Mayor Chief Administrative Officer

READ A THIRD TIME IN COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_.

\_\_\_\_\_  
Mayor Chief Administrative Officer

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

3.2024 Remote Attendance Bylaw

**PROPOSAL:**

An administrative/council review of Bylaw 4.2018 was conducted. During this review it was identified that a new Bylaw is required to meet the current Municipal Government Act section 199, meetings by electronic means. In response to this, the administration for the Town of Vermilion has conducted a comprehensive review of section 199. Presenting to Council today for consideration is a new Bylaw that addresses Section 199 meeting by electronic means of the Municipal Government Act.

**OPTIONS FOR CONSIDERATION**

1. That Council for the Town of Vermilion accept the proposed Bylaw 3.2024 "Remote Attendance By-Law" for third reading.
2. That Council for the Town of Vermilion direct administration to complete additions/deletions to Bylaw 3.2024 to be brought back to a future Council meeting.

**PROPOSED BY:**

Kevin Lucas

**STAFF RECOMMENDATIONS:**

That Council for the Town of Vermilion give third reading to 3.2024 Remote Attendance Bylaw.

**Submitted By:**

Kevin Lucas

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**Department Head**

**BY-LAW 3-2024  
OF THE  
TOWN OF VERMILION  
(hereinafter referred to as the “Municipality”)  
IN THE PROVINCE OF ALBERTA**

**BEING A BY-LAW OF THE TOWN OF VERMILION FOR  
THE PURPOSE OF REGULATING THE ATTENDANCE OF  
COUNCILLORS FOR MEETINGS OF COUNCIL BY  
ELECTRONIC MEANS.**

WHEREAS, the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, provides that a council may pass bylaws for municipal purposes respecting the safety, health, and welfare of people and the protection of people and property, public utilities, and services provided by the municipality;

AND WHEREAS, Section 199 of the *Municipal Government Act* allows for councillors to participate in council meetings by electronic means;

NOW THEREFORE, the Council of the Town of Vermilion duly assembled enacts as follows:

- 1. **TITLE**
  - 1.1. This By-Law may be cited as the “Remote Attendance By-Law”.
- 2. **DEFINITIONS**
  - 2.1. “Electronic means” includes, but is not limited to, teleconference, video conference, or any other form of electronic communication that allows for all persons attending the meeting to hear and communicate with each other during the course of the meeting.
  - 2.2. “Council” means the Council of the Town of Vermilion.
- 3. **REMOTE PARTICIPATION**
  - 3.1. Council members are entitled to participate in council meetings, including voting, through electronic means, subject to the provisions of this By-Law.
  - 3.2. A Council member wishing to participate by electronic means must notify the Mayor or the Chief Administrative Officer at least three working days prior to the scheduled meeting.
  - 3.3. In the event a Council member attends a council meeting through electronic means as permitted by this By-Law, the identity of the Council member must be confirmed and validated by the Mayor or Chief Administrative Officer.
  - 3.4. The Chief Administrative Officer shall announce to those in attendance at the meeting that the Council member is attending by electronic means.
  - 3.5. A Council member attending a council meeting through electronic means is deemed to be present at the meeting for whatever period of time the connection via electronic communications remains active.
  - 3.6. No more than six meetings in a calendar year shall be attended via electronic means by a Council member.

**4. PUBLIC PARTICIPATION**

- 4.1. The electronic means used for remote participation must enable all participants, including the public, to clearly hear and, where feasible, see the member(s) participating remotely.
- 4.2. Regardless of the number of Council members attending the council meeting by electronic means, the Town will ensure that members of the public may attend the Council meeting, whether in person or electronically.
- 4.3. The Town will ensure that notice of the Council meeting shall be provided to the public in advance of the Council meeting, by way of the Town’s website. Any information required to be provided to the Public with respect to the Council meeting shall also be provided to the Public by way of the Town’s website.

**5. TECHNICAL REQUIREMENTS**

- 5.1. The Town will ensure that appropriate technology is available to facilitate remote participation for Council members attending by electronic means.

**6. QUORUM**

- 6.1. For the purposes of this By-Law, a member participating in a meeting by electronic means is considered present for quorum.

**7. OPEN MEETINGS**

- 7.1. All meetings held by electronic means shall adhere to the principles of openness and transparency, in accordance with the *Municipal Government Act*.

**8. LIMITATIONS**

- 8.1. Remote participation may not be used for in-camera portions of Council meetings.
- 8.2. Any Council members attending in-camera portions of Council meetings must:
  - 8.2.1. Be visible to the other members of Council or other individuals attending the in-camera meeting;
  - 8.2.2. Be alone in a secure location with no blurred or digitally altered backgrounds; and
  - 8.2.3. Following the conclusion of the Council meeting, complete and submit a statutory declaration in the form provided by the Town stating that the Council member adhered to the requirements of this Bylaw while attending the in-camera portion of the Council meeting.

**9. AMENDMENTS**

- 9.1. This By-Law may be amended or repealed in accordance with the procedures set out in the *Municipal Government Act*.

**10. EFFECTIVE DATE**

10.1. This By-Law comes into effect on the day of its final passing by the Council.

READ A FIRST TIME IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_ , 2024

|       |                              |
|-------|------------------------------|
| _____ | _____                        |
| Mayor | Chief Administrative Officer |

READ A SECOND TIME IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_ , 2024

|       |                              |
|-------|------------------------------|
| _____ | _____                        |
| Mayor | Chief Administrative Officer |

READ A THIRD TIME IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_ , 2024

|       |                              |
|-------|------------------------------|
| _____ | _____                        |
| Mayor | Chief Administrative Officer |

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

2024 Tax Rate Bylaw

**PROPOSAL:****BACKGROUND**

Council must, on an annual basis, set the tax rates so that sufficient tax revenue can be generated by the municipality to provide ongoing municipal services as well as channel the required funds to other requisitioning bodies.

Without any indication yet from the Province regarding a change in school requisitions the mill rates for education have been updated only to compensate for the change in assessment values as well as the prior year underlevy, or amount paid to Alberta Education that exceeded the amount collected. There is an over/under levy every year for Education requisition which occurs in virtually all municipalities, and in the prior year this under levy was due to receiving information regarding the requisition after mill rates were established. There will be an over/under levy in 2024 as well, as the province has not finalized their education requisition for 2024.

Once mill rates have been set Administration will proceed with preparation and distribution of 2024 tax notices so residents can pay property taxes prior to July 15th.

**FINANCIAL IMPLICATIONS**

Based on the revenues and expenditures identified in the 2024 budget, the revenue that has to be levied through property taxation for municipal purposes is \$5,976,675.

**PROPOSED BY:**

Brian Leibel

**STAFF RECOMMENDATIONS:**

That Council for the Town of Vermilion give first, second and third reading to the 2024 Property Tax Bylaw 5-2024.

**Submitted By:**

Brian Leibel

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**Department Head**

**BY-LAW NO. #5-2024  
OF THE TOWN OF VERMILION  
IN THE PROVINCE OF ALBERTA**

**BEING A BY-LAW FOR THE PURPOSE OF AUTHORIZING THE  
SEVERAL RATES OF TAXATION TO BE LEVIED AGAINST THE  
ASSESSABLE PROPERTY FOR THE 2024 TAX YEAR WITHIN THE  
TOWN OF VERMILION IN THE PROVINCE OF ALBERTA**

**WHEREAS**, under the provisions of **Sections 353 and 354 of the Municipal Government Act Chapter M-26 RSA 2000**, Council must pass a property tax bylaw to provide authorization to levy on the assessed value of all assessed property shown on the assessment roll, a tax at the uniform rate on the dollar that Council considers sufficient to produce the funds necessary to meet the amount of the expenditures as are estimated by Council or as are annually requisitioned on Council; and

**WHEREAS**, the Town of Vermilion has prepared and adopted budgets of municipal revenue and expenditures as required, at the Council meeting held on December 6, 2022; and

**WHEREAS**, under the provisions of **Section 297 and 354 of the Municipal Government Act**, Council has by by-law provided for the classification of the assessed property in the Municipal District as Class I - Residential, Class II - Non-Residential/Linear, Class III – Farmland; Class IV - Machinery & Equipment; and

**WHEREAS**, pursuant to **Section 359.3 of the Municipal Government Act**, the Minister shall set the tax rate to pay for the requisition to cover costs associated with the assessment of designated industrial property and any other matters related to the provincial assessor’s operations, and that tax rate for the 2024 tax year has been set at \$0.0000746 per dollar of designated industrial property assessment as per Ministerial Order No.005/23; and

**WHEREAS**, the total taxation requirements of the Town of Vermilion for the 2024 taxation year are as follows:

|                                        |                            |
|----------------------------------------|----------------------------|
| General Municipal:                     | \$ 5,976,675               |
| Alberta School Foundation Fund (ASFF): | \$ 1,504,044               |
| Library :                              | \$ 279,900                 |
| Separate School Division:              | \$ 218,290                 |
| Lodge:                                 | \$ 140,583                 |
| Designated Industrial Assessment:      | \$ <u>1,508</u>            |
| <b>TOTAL TAXATION REQUIREMENTS:</b>    | <b>\$ <u>8,121,000</u></b> |

**AND WHEREAS**, the total taxable live assessment of land, buildings and improvements amounts to \$617,070,900 of which \$428,279,420 is Residential, \$177,667,260 is Non-Residential/Linear, \$65,590 is Farmland and \$11,058,630 is Machinery & Equipment; and

**WHEREAS**, the rates hereinafter set out are deemed necessary to provide the amount required for all purposes for the 2024 taxation year.

**NOW THEREFORE**, the Council for the Town of Vermilion in the Province of Alberta, duly assembled, enacts as follows:

1) That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on assessed value of all property as shown on the assessment roll:

| MUNICIPAL ASSESSMENT                 |                |             | VALUATION                 | TAX (MILL)<br>RATE |
|--------------------------------------|----------------|-------------|---------------------------|--------------------|
| Class I                              |                |             |                           |                    |
| Residential                          |                |             | <u>428,279,420</u>        | 4.6618             |
| Class II                             |                |             |                           |                    |
| Non-Residential                      |                |             |                           |                    |
| _ Commercial /Industrial             |                |             | 157,354,710               | 9.4501             |
| _ Linear                             |                |             | <u>20,312,550</u>         | 9.4501             |
|                                      |                |             | 177,667,260               |                    |
| Class III                            |                |             |                           |                    |
| Farmland                             |                |             | 65,590                    | 4.6618             |
| Class IV                             |                |             |                           |                    |
| Machinery & Equipment                |                |             | 11,058,630                | 9.4501             |
| <b>Total</b>                         | <b>Taxable</b> | <b>Live</b> | <b><u>617,070,900</u></b> |                    |
| <b>Assessment</b>                    |                |             |                           | 3.5592             |
| Recreation and Culture               |                |             | 617,070,900               |                    |
| Library                              |                |             | 617,070,900               | 0.4536             |
| Vermilion & District Housing         |                |             | 140,583                   | 0.2278             |
| <b><u>PROVINCIAL ASSESSOR</u></b>    |                |             |                           |                    |
| <b><u>EQUISITION</u></b>             |                |             |                           |                    |
| Designated Industrial Properties     |                |             | 19,688,290                | 0.0766             |
| <b><u>EDUCATION REQUISITIONS</u></b> |                |             |                           |                    |
| ASFF – Alberta Education             |                |             |                           |                    |
| I – Residential / Farmland           |                |             | 348,002,010               | 2.5491             |
| II – Non-Residential/Linear          |                |             | <u>155,558,486</u>        | 3.7234             |
|                                      |                |             | 503,560,496               |                    |
| Separate School                      |                |             |                           |                    |
| I – Residential / Farmland           |                |             | 55,408,920                | 2.5491             |
| II – Non-Residential/Linear          |                |             | <u>19,522,219</u>         | 3.7234             |
|                                      |                |             | 74,931,139                |                    |
| Total Assessment for Education       |                |             | <u>578,491,635</u>        |                    |
| Requisitions                         |                |             |                           |                    |

2) That this bylaw shall take effect on the date of the third and final reading.

READ A FIRST TIME IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

READ A SECOND TIME IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

READ A THIRD TIME IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

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This is a certified True Copy

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

Capital Budget Amendments

**PROPOSAL:****BACKGROUND:**

Whereas the Municipal Government Act (MGA) Section 245 stipulates Council must annually approve a capital budget and the capital budget must include under MGA section 246 the following components;

- A. The amount needed to acquire, construct, remove or improve capital property
- B. The anticipated sources and amounts of money to pay the costs referred to
- C. The amount (if any) to be transferred from the operating budget

Whereas Council may subsequently amend the capital budget with additions, deletions, or alterations through a motion by council;

Staff suggest changing the funding source of the Sewer Treatment Plant Demolition budget to LGFF grant if council would like to reduce debt funding and future costs to operate utilities.

**FINANCIAL IMPLICATIONS**

Approving the amendment will change the funding source on the WWTP demolition from debenture to reserve funding.

| Capital                          | Original Budget | Revised Budget | Decrease (Increase) |
|----------------------------------|-----------------|----------------|---------------------|
| Sewer Treatment Plant Demolition | 380,000         | 380,000        | (0)                 |
| Debt Funded                      |                 |                | (380,000)           |
| Reserve Funded                   |                 |                | 0                   |
| LGFF Funded                      |                 |                | 380,000             |

**OPTIONS FOR CONSIDERATION**

- 1. Approve the amendment
- 2. Modify the amendment to include different funding sources
- 3. Do not approve any amendments to the budget

**PROPOSED BY:**

Brian Leibel

**STAFF RECOMMENDATIONS:**

The Council for the Town of Vermilion approves an amendment to the 2024 Capital Budget to change the funding source of the Sewer Treatment Plant Demolition budget to LGFF Grant funded from debt.

**Submitted By:**

Brian Leibel

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**Department Head**



**2024 ONE-TON TILT DECK TRUCK PURCHASE**  
**FOR INFORMATION**

**DATE:** 03 APR 2024

**TOPIC:**

2024 One-Ton Tilt Deck Truck Purchase

**BACKGROUND**

As part of the 2024 capital budget, the purchase of a new one-ton tilt deck truck was included with a budget price of \$125,000 that is funded from reserves. Administration posted an RFP for the purchase of a one-ton tilt deck truck of similar size, options, and power as the current one-ton tilt deck truck to meet the Town needs. The Town received 3 submissions. Webb's Ford Ltd, Metro Ford Sales Ltd. and St. Albert Dodge submitted proposals.

Upon completion of the review of the proposals, administration is proceeding with the purchase of a 2024 Ford F-550 Chassis 4x4 SD Crew Cab 179" WB DRW XL. The truck meets all of the requirements from the Town and provides the overall best value. The unit will come with an 8' hydraulic flat deck with toolboxes, backup camera, beacon light, command start package and the diesel upgrade for a purchase price of \$112,223 excluding GST. The delivery of the new unit is approximately August 2024.

Scoring was out of 100 points.

1. Ford. = 25
2. Ford = 85
3. Dodge = 85

**Submitted By:**

Michael Van der Torre

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**Interim Department Head**

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

Alberta Disability Services Professional Appreciation Week

**PROPOSAL:**

The Alberta Disability Workers Association (ADWA) is the established professional voice and advocate for the 15,000+ professionals employed in Community Disability Services (CDS) across the Province of Alberta. ADWA was formed in 2010, and one of our important roles is to heighten Albertans' awareness of our essential and valuable workforce by publicly recognizing the positive impact the profession has on the lives of people with disabilities, their families, and the overall community. ADWA is a professional association, not a union; our members are Community Disability Service professionals who voluntarily register for membership.

The Minister of Seniors, Community and Social Services, Jason Nixon, has declared the week of May 20-26, 2024, as the Alberta Disability Services Professional Appreciation Week. This declaration, which has been enacted in perpetuity (3rd Monday in May), is a testament to the unwavering dedication and invaluable contributions made by disability service professionals in our communities. By acknowledging this significant occasion, we can collectively raise awareness about the essential role that CDS professionals play in enhancing the lives of individuals with disabilities who live, work and play in communities across Alberta.

**PROPOSED BY:**

Kevin Lucas

**STAFF RECOMMENDATIONS:**

That Council for the Town of Vermilion proclaim May 20-26, 2024 as the Alberta Disability Services Professional Appreciation Week.

**Submitted By:**

Kevin Lucas

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**Department Head**

# PROCLAMATION

## Town of Vermilion

### Alberta Disability Services Professional Appreciation Week May 20 – 26, 2024

**WHEREAS** over 15,000 people are employed in the Community Disability Services sector in the province;

**WHEREAS** having a disability is often isolating for individuals, it is crucial we support this sector and its employees to make sure every Albertan is given the opportunity to live rich, meaningful lives in their communities through access to services;

**WHEREAS** disability service workers are valued for the positive impact their work has on the lives of people with disabilities and their families;

**WHEREAS** the Province of Alberta recognizes the important work of the Alberta Disability Workers Association for its advocacy in raising awareness among Albertans of this essential workforce.

**THEREFORE, I, GREGORY THRONDSO, MAYOR OF THE TOWN OF VERMILION, DO HEREBY DECLARE MAY 20-26 ALBERTA DISABILITY SERVICES PROFESSIONAL APPRECIATION WEEK IN THE PROVINCE OF ALBERTA**

Signed the 16<sup>th</sup> day of April, 2024

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**Gregory Thronson**  
Mayor of the Town of Vermilion

**COMMITTEE REPORT**

**COMMITTEE:**

Economic Development Committee

**DATE AND LOCATION:**

April 2, 2024

**ATTENDANCE BY:**

Mayor Greg Thronson, Councillor Robert Pulyk, Councillor Robert Snow, Kevin Lucas CAO, Economic Development Manager Mary Lee Prior, Administration Laurie Hopaluk

**ITEM:**

Price Reduction of Commercial Lots

**BACKGROUND:**

This recommendation carries a spirit to attract new commercial businesses to the Hwy 41 commercial area. While we have had a substantial initial uptake in the area, the changing economic climate has softened the interest in new investment within this area. The committee spoke of reducing the land price, citing vacant land in this area is not attractive and does cost the town in time and labor for upkeep. The committee is recommending reducing our commercial and price, including off-site levies in the per acre price.

**COMMITTEE RECOMMENDATIONS:**

That Council for the Town of Vermilion update the price of our commercial land to \$130,000 /acre excluding GST.

**ACTION REQUIRED:**

Motion

**Manager Economic Development Mary  
Lee Prior**

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**Department Head**

**Councillor Robert Snow**

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**Committee Chairman**

April 2024

## CHIEF ADMINISTRATIVE OFFICER REPORT

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- Town and County ICF meeting
- Internal HR meetings
- Completed Training for Director of Emergency Management (DEM) as required by the Province of Alberta
- Finance and Governance Meeting
- Joined an afternoon information session on potential changes to Intermunicipal Collaboration Framework (ICF) requirements in the Municipal Government Act.
- ELT meeting, spoke to spring clean up from departments and street sweeping has begun
- Economic Development Committee Meeting, many advertising stats shared with Committee.
- Meeting with MLA Garth Rowsell was productive however we are still waiting for a signature to come from the Education Minister to complete the Land designation change in north Brennen. Information has been sent to Garth's office again. Gopher control also a discussion item he wants to help us with between the Province and Parks/Town.
- M/DM/CAO meeting, limited topics with positive discussion around up coming ILC meeting items.
- Regular Council meeting, Town will need to look at purchasing more baskets and source a second/third greenhouse to prepare should we want to expand our reach of baskets to side streets.
- ELT meeting, flower baskets the topic take-away from Council meeting
- Met with Mayor Thronson and discussed ILC Agenda, Cargil and Recreation dollar value.
- Met with Andrew from Regional Emergency Management Collective, spoke to an upcoming tabletop exercise April 17.
- Alberta Broadband gave an update on operations and continuing to support local contractors for fibre installs.
- Interview of Director of Infrastructure candidate successful, new hire will start May 6<sup>th</sup>
- Met with CAO Alan Parkin, settled on recreation agreement values, to be spoken at the next ILC committee level.
- Met with PCN reps Brian Match and Charlotte. Positive meeting speaking to longevity of agreement and space within the medical clinic.
- Met with the auditor team from JDP Wasserman and associates.
- ELT meeting, directions from council meeting
- Business Networking Meeting held at Pomeroy Hotel, many positive comments about Town broadband initiative and Mary Lee Prior driving economic development
- Annual Disaster Management review with Anne Chambers for the Province of Alberta Emergency Management team



Community Services  
Director Report  
Apr. 11, 2024

## **PARKS & RECREATION:**

- Aquatic society meeting.
- Gopher control started.
- Summer students hired.
- Discussion with minor ball about possible improvement and they may have some sponsors.
- Aeration of parks areas.

## **COMMUNITY SERVICES:**

- Monthly Wellness coalition meeting.
- Summer fun coordinator hired, and students' positions filled.

## **OUTDOOR FACILITIES:**

- ODR is cleaned and ready for summer.
- Pickleball already wanting to be in the courts.
- Smaller amount of wind barrier going up this summer.
- Playgrounds will be tilled once ground is thawed.
- Baseball diamond prep has started.

## **INDOOR FACILITIES:**

### **Curling Rink/Arena/Stadium/VRC:**

- Ice is out on all surfaces.
- Lacrosse is started up.
- LiveBarn will still be on all year for the Stadium and a new camera and mount will be installed to improve the angle.

### **CPO**

- Routine Patrols.
- Routinely working radar around town.
- Being more of a presence and conducting radar east of WEBBS & the Vermilion Vet Clinic on 47Ave, noticed a lot of people are driving a little too quickly and not slowing down to or close to 50km/h.
- Will be conducting a traffic joint task force operation with the Sherri's.
- With spring almost here, unsightly & untidy yards will be a focus.

### **FCSS Updates**

- Community Volunteer Income Tax Program (CVITP) – Receiving inquiries from the public, to date we have received 19 tax returns and completed 13, one testimonial thank you letter was received.
- Continued work on FCSS provincial reports (reviewing of annual reports from funded agencies) and data entry for our programs and projects.
- FCSS Advisory Committee meeting on April 16
- Attended committee meeting April 9 regarding Health & Wellness Symposium.
- Senior Support Information Session on Wills, Power of Attorney etc. April 10 in Kitscoty (morning) & Dewberry Senior Centre's (afternoon), planning started for Senior Week events in June.
- Men's Shed group – No activity
- Family Garden kits (75) with the Library's Seedy Saturday on March 23 – All of the kits were taken by families; follow-up will be done in late summer to gather feedback on their gardening progress.
- National Volunteer Week promotion for the week of April 21-27, administration support for projects such as Reducing the Impact of Financial Strain (RIFS) Wheels for Health and responding to community information requests/requests for community contacts.
- Planning for Community Pitch-in Clean-up for May 12 – 18.

### **Vermilion Regional Centre Updates**

- Weekly meetings for Rotary Club
- VIBE Program - Move Your Mood with Moms and Babes in the Kiddie Oasis room every week.
- Responded to inquiries on facility bookings, booking into 2025.
- Repairs on the movable walls in the hall were completed.

## AGENDA ITEM #7.2.

- Weekly dance classes running with both Vermilion Dance Association and Vermilion Ukrainian Cultural Association, extra bookings for additional class times for solo and duet classes, stage practice.
- New adult exercise class started on Thursday evenings 7:00 pm
- Sundays in March & April – Gospel Meetings every other week
- NOTE: No Vermilion Art Show & Sale in April
- Thurs. April 4 - Farm 4.0 Event held by Lakeland College Agricultural Science Students
- Mon. April 8 – Blood Donor Clinic
- Sat. April 13 Vermilion & District Minor Hockey Wind-up
- Mon. April 15 – Food Symposium held by Northeastern Alberta Food Marketers Association (new booking)
- Tues./Wed. April 23/24 – Mental Health First Aid Training
- Thurs. April 25 – Lakeland College Employee Recognition and Retirement Awards
- Thurs./Fri. April 25/26 – McDonalds Staff Training
- Wed. May 1 – VIBE Mental Health Art Gala

| ITEM     | January<br>No. +<br>Guests | February<br>No. +<br>Guests | March<br>No. +<br>Guests |
|----------|----------------------------|-----------------------------|--------------------------|
| Events   | 7<br>1501                  | 2<br>300                    | 4<br>722                 |
| Weddings | 1<br>400                   |                             |                          |
| Meetings | 12<br>222                  | 13<br>170                   | 25<br>873                |
| Funerals |                            | 1<br>150                    | 1<br>300                 |
| Totals   | 20<br>2123                 | 16<br>620                   | 30<br>1895               |

\*Daily traffic into the facility for dance and exercise classes is not included in the above numbers.

\*Kiddie Oasis bookings are not included in the above.

# Infrastructure and Planning Services

## Directors Report

April 11, 2024

|            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Capital    | <ul style="list-style-type: none"><li>● 2024 RFP for Public Works truck complete.</li><li>● 2024 street improvement project winning bid to start soon.</li><li>● 2024 Sewer Trunk main project expecting 4-5 bids.</li><li>● Sanitary master plan flow monitors installed.</li><li>● Waste water treatment plant demolition to start May 1.</li></ul>                                                                                                              |
| Operations | <ul style="list-style-type: none"><li>● Street sweeping in progress.</li><li>● Doing street sweeping for EMCON along the highway.</li><li>● Prepping all spring equipment.</li><li>● Garbage truck repair is waiting on steel for completion.</li><li>● Getting complaints about missed pick-ups from Integrity but they are quick to respond and rectify if they did error.</li><li>● Rental garbage truck is not ideal but working for the town needs.</li></ul> |



## CORPORATE SERVICES

### DIRECTOR REPORT

Apr 2024

#### GENERAL CORPORATE SERVICES

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- ERP system implementation underway
- May need some temporary/contract help for ERP system implementation
- Roof replacement at Town Hall in planning

#### UTILITY BILLING

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- Residents reminded to pay 3-5 business days in advance of deadline to allow funds transfer to occur
- Residents able to access utility account online using Serenic Software link to website
- Residents have the option to receive bills by email or mail, if you aren't receiving your bill contact us
- Residents encouraged to use automatic monthly withdrawals
- Billing based on cost recovery model

#### INFORMATION TECHNOLOGY

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- Preparing for summer students in other departments
- Continuous security improvement projects ongoing
- Utilizing local contract for several projects and requests
- Hardware evergreening underway for 2024
- Door security hardware RFP closed and vendor selected, next facility for modernization underway

#### PROPERTY TAX

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- Assessment values updated, mill rate calculations completed
- Residents able to access property tax and assessment details online through customer portal
- New penalties applied in July to unpaid property tax

## MANAGER ECONOMIC DEVELOPMENT

### ECONOMIC DEVELOPMENT

- NRED (Northern and Regional Economic Development Program) Grant
  - RFP for the Pylon Sign is posted.
- Industrial lots in Yellowhead Business Park
  - Working on additional lot sales
- Working with Highway Commercial lot inquiries
- Developing New Business Retail Inquiries looking to develop in Vermilion/Site Selection Land Packages
- AB HUB Project – working with iART - AIRmarket Inc regarding drones for our Vermilion Airport
- Connect with Food Symposium attended.
- Business Visits
- Setting up the VIC tourism information for the season. Calling other VIC's and mailing out Vermilion information.
- Filled kiosks with new tourism info.
- Commercial Retail & Industrial Development Incentive Program
- Housing Analysis will begin shortly.
- Meetings with Alberta Broadband Network
- The Good Life Institute Board Meetings
- Attended Alberta's Lakeland Board Meeting
- Attended Alberta Hub's Membership Meeting
- Attended Economic Developers of Alberta Experience, 50<sup>th</sup> Anniversary Conference.
- Updates to 2024 tourism materials
- Events Calendar updates
- Swag orders
- Website – ongoing updates

**Town of Vermilion  
Minutes of Economic Development Committee  
Wednesday, April 2, 2024, at 12:00 P.M.  
Town Hall**

Manager Economic Development Mary Lee Prior, CAO Kevin Lucas, Mayor Gregory Thronson, Councillor Robert Snow, Councillor Robert Pulyk, Administrative Assistant Laurie Hopaluk

Meeting began at 12:01 PM.

**1. ADOPTION OF AGENDA**

The agenda was presented, and no additions were added.

**2. MINUTES**

**2.1 Minutes of February 14, 2024**

The minutes of February 14, 2024, were accepted without any errors or omissions.

**3. BUSINESS ARISING FROM THE MINUTES**

**3.1 Business Retention, Expansion & Investment**

- Reviewed the interest in industrial lots, and residential development.
- Reviewed Yellowhead and lots with first right of refusal
- Discussed storm pond.
- Reviewed the Strategic Plan regarding hi-way commercial lots.
- Quarter Cuts testimonial showed positive results.

**3.2 Business Incentive Program**

- Currently no submissions
- Advertising the program on website and radio

**4. NEW BUSINESS**

**4.1 Marketing Initiatives**

- Reviewed Economic Development Manager's report.
- Suggested local grocery and liquor stores for placing additional marketing information.
- Discussed how public can purchase Town of Vermilion swag.
- Discussed public washrooms availability and the possibility of creating a visual for businesses that have available public.

washrooms. Discussed adding it to our town map in future years and also clarifying if the washroom is disability friendly.

- Discussed the directional signage and getting the ones down repaired and back up.

#### **4.2 Correspondence**

- Letter from Vermilion & District Chamber of Commerce was discussed.

#### **4.3 Yolo Nomads**

- Reviewed shared statistic information, committee was pleased with results and would like to see a chart of the statistics over a period of time, committee would also like to see the locations if possible.

### **5. ADDITIONAL ITEMS**

No additional Items.

### **6. REPORTS**

#### **6.1 Economic Development**

- Economic Manager presented report and shared pictures from Edmonton Boat & Sportsman's Show. Positive feedback from committee.

#### **6.2 Alberta HUB**

- Alberta HUB Strategic Plan was shared and discussed the importance of the organization and the Alberta HUB's future projects.

### **8. NEXT MEETING**

The next board meeting will be on May 14<sup>th</sup>, 2024, at noon.

### **8. ADJOURNMENT**

The meeting was adjourned at 1:13 pm.

Economic Development for the Town of Vermilion advertises the community as a whole and our businesses in accordance with our Branding/Style Guide and the Vermilion Strategic Plan.

**Town of Vermilion Strategic Plan Goals following Brand Guidelines set out:**

**\*Brand Style Guide attached.**

**4.1 Ensure Information is readily available for existing, shovel ready lots, including price, zoning, development restrictions, and any other relevant information.**

**4.3 Review economic development priorities to confirm and set direction for the next four years.**

Emphasize the Vermilion quality of life for employees as an attraction for businesses looking to relocate to Vermilion.

Review and update municipal lot pricing as well as marketing of the lots, including town signage on Highway 16 and 41.

## **5. Tourism Destination**

Council recognizes the advantages of being a tourism destination for sport, recreation, shopping, and medical services. Council wishes to improve and expand marketing initiatives, increase the number and size of events, and explore opportunities for improved municipal facilities to enhance the visitor experience.

- Provide a trade booth at the Vermilion Fair, Lakeland College orientation, and local trade show involving council and town administration.
- Provide a “Welcome message from Mayor” at major events.
- Distribute town brochures at the hospital and other medical facilities for patients and visitors.
- Partner with the VDCC and local businesses to promote Vermilion at conferences, events, tours, and among their peers.

### **5.2 Facilitate more frequent events and larger events.**

- Partner with event organizers to assist with event promotion.
- Encourage more downtown events.

### **5.3 Increase Information resources and access!**

- Explore the feasibility of information kiosks in the arena or downtown.
- Explore opportunities for public washrooms in partnership with businesses.

- 
- **New Business Plaquing Program**
    - Plaque celebration with each new business
  - **Incentive Programs**
    - Retail Development Incentive Program
    - Industrial Incentive Program

- **Vermilion Business and Community Profile**

- 51 Visitor Information Centres Across the Province and anyone else who asks.

- |                     |                 |
|---------------------|-----------------|
| ▪ Camrose           | ▪ Nanton        |
| ▪ Alix              | ▪ High Level    |
| ▪ Bonnyville        | ▪ Grimshaw      |
| ▪ Bow Island        | ▪ Millet        |
| ▪ Bragg Creek       | ▪ Morinville    |
| ▪ Mundare           | ▪ High River    |
| ▪ Brooks            | ▪ Nampa         |
| ▪ Cardston          | ▪ Pincher Creek |
| ▪ Carstairs         | ▪ Redwater      |
| ▪ Cochrane          | ▪ Rimbey        |
| ▪ Cold Lake         | ▪ Slave Lake    |
| ▪ Balzac            | ▪ Spruce Grove  |
| ▪ Drumheller        | ▪ St. Albert    |
| ▪ Etzikom           | ▪ Stettler      |
| ▪ Fort Saskatchewan | ▪ Stony Plain   |
| ▪ Fort MacLeod      | ▪ Sundre        |
| ▪ Fox Creek         | ▪ Medicine Hat  |
| ▪ Blairmore         | ▪ Red Deer      |
| ▪ Grand Cache       | ▪ Vegreville    |
| ▪ Grande Prairie    | ▪ Vermilion     |
| ▪ Edson             | ▪ Vilna         |
| ▪ Hinton            | ▪ Vulcan        |
| ▪ La Crete          | ▪ Whitecourt    |
| ▪ Lac La Biche      | ▪ Wildwood      |
| ▪ Leduc             | ▪ Fort McMurray |
| ▪ Lethbridge        |                 |

- **Vermilion Hotels (Best of Vermilion Brochures, Magazines, Maps)**

- Ventura
  - Days Inn
  - Super 8
  - Pomeroy Inn & Suites

-

- **Vermilion Gas Stations**
  - Shell
  - Coop Gas Bar
  - Circle K
- **Vermilion Car Dealerships (We offer them Best of Vermilion Brochure and Maps)**
  - Webb's Ford
  - Vermilion Chrysler
  - College Park
- **Town owned 4 Kiosks.**
  - Vermilion Provincial Park (2 – one at camping entrance and at soccer fields)
  - Vermilion Stadium/Arena
  - Downtown Vermilion
  - Town Office Brochure Rack
- **Visitor Information Centre**
- **Vermilion Medical Clinic**
- **Vermilion Hospital**
- **Website**
  - Is our mainstay and is linked to throughout all our advertising.
- **Social Media (Stats)**
  - Facebook
    - 11,300+ followers for any news we send out.
  - YouTube
    - Our Tourism videos and stories are linked through and highlighted on additional websites – Festival Seekers, Snow Seekers, Travel Alberta
  - Instagram
    - We showcase our community to the world through photos, stories, and reels.
  - LinkedIn
    - The Town of Vermilion has its own LinkedIn Page
- **Newspaper**
  - Vermilion Voice
    - Press Releases, Stories, highlighted weeks.
  - Lloyd Now – when press releases come out.
- **TV**
  - Lloyd News
  - Global News
- **Radio**
  - 93.7 &
  - 101.9 Boom
    - Maru Voice Canada conducted online research during the month of October 2023 reaching Adults across Canada.  
What they found is that when it comes to Ad supported Audio 75% of Canadians 18years and over prefer Live Radio be it AM or FM.  
That was the same percentage of adults 18+ that listed Live Radio as their preference in 2022.

- Among adults 18-49 AM/FM radio is preferred by 60% of adults in that age group.
- In the 25-54 demographic it jumps to 67%.
- Among Adults 18+ on the Prairies (AB, SK, MB) Live Radio was preferred by 76% in that demographic.
- Further 72% of adults 18+ said they prefer Live Radio for keeping up with local News/Events.
- Also 72% of adults listed Live Radio as the most preferred source of the information they are looking for.
- 
- As discussed, it is hard to quantify the listening audience you are reaching because these small markets across Canada are no longer measured by Numeris, which is the Industry accepted provider. However, we estimate that you have a potential reach of **50,000 to 60,000 listeners each week.**
- Attached are the coverage maps and audience profiles for the Hot and Boom audiences to offer some insights into your weekly reach.
- **Trade Shows, Conferences and Events**
  - Vermilion Fair
  - Edmonton Boat & Sportsmen Show
  - Heavy Oil Show
  - The Good Life Institute
  - All conferences that Council and staff attend – we are walking advertisements.
- **Invest Alberta**
- **Blade Sign Program**
- **Business Visits**
- **Lot Sheets and Lot Sale Inquiries**
  - Residential
  - Highway Commercial
  - Industrial
- **Alberta HUB**
  - Through the Alberta HUB website – our sector profiles and links to our website
- **Site Selections**
  - Vermilion Business and Community Profile
- **Vermilion App**
  - Residents and larger population to use.
- **Signage**
  - Street Banners
  - Wayfinding Signage
  - Lot Sale Signs
  - Entrance Signs
- **Parade Float**
  - Vermilion Fair
- **Town Swag**

## ***AGENDA ITEM #8.1.1.***

- Giveaways from Council, Events, Dignitaries or upon request (Lakeland College students, Tournaments, Tourists/Visitors)
  - Underground Local Treasures
  - Visitor Information Centre
  - Town Hall
- Town Pins – we give away free to anyone or event.
- **Yolo Nomads**
  - Need Stats**



**The Good Life Institute – General Board Meeting  
Town of Vermilion Board Meeting Minutes  
March 27, 2024**

**In attendance: Co-op Cornerstone, Northern Lights Realty, Tyson Tschauner, Mary Lee Prior, Andrea Wilkinson, Kirby Whitlock, and Paige Jaremco**

1. **Call to Order:** Tyson Called to order at 12:04pm
2. **Approval of Minutes:** Tyson motioned. Andrea Seconded.
3. **Agenda Adoption:** Kirby motioned. Wendy seconded.
4. **New Business:**
  - 3.1 Race of Vermilion Overview- the Committee reviewed the report on the Race of Vermilion was very happy with the day.  
Discussions/Ideas for next year:
    - \* Penalties for teams who jump ahead/if previous boxes aren't signed. Or a penalty of some sort.
    - \*Send a thank-you to all business/stops and sponsors.
    - \*List all businesses/stops/board members to be attached to the Race of Vermilion report.
    - \*Set additional boundaries for stations. Explain more about timing of stops/ask for stops to have 2 stations if possible.



3.2 Taste of Vermilion

\*Decisions have been made:

- a) Time of event will be June.26<sup>th</sup> from 4pm-10pm
- b) Bucket Brigade will take place from 4pm-5pm
- c) Kids activities to be investigated: Vibe, Bean bag toss, Various games down the street.

d) Vendors to be booked down the 2 blocks: Motion made for vendor tables to be \$30/table, \$10 a table for each additional table. Tents and power to not be included. Moved by Tyson. Seconded Cornerstone Co-op. All in favor.

e) Map is to be made for vendors, choosing of location based on first paid, first choice of location and so on.

d) Think about mapping out the day, figure out where the stage goes, look for a generator, ask about Liquor License covering the 2 blocks.

e) Food Vendors- Motioned by Tyson, Tables to be \$30 per table, \$50 a table if they want under a tent. If they do not want to pay the additional dollars, they are welcome to bring their own tent. Andrea seconded. All in favor.

5. **Next meeting:** April.17<sup>th</sup> 2024 at 12 noon at Town Hall.

6. **Adjournment:** Andrea Motioned Wendy seconded. Adjournment at 12:54pm.



### **RACE OF VERMILION SUMMARY - 2024**

Registration began at 10am with 15 teams (4 people per team) at the Vermilion Regional Centre. The demographics of the people attending were from Vermilion, Kitscoty, Lloydminster, Wainwright, Marwayne, Mannville, Edmonton, Red Deer and Surrey BC.

Local businesses and organizations made available 28 sites and 10 detours.

A change to this year's event, that was well received, was that we only provided one clue at a time. Racers were all given a different place to start at. When they finished that challenge the business/location showed them their next clue. Last year they were given all the clues on one card, which past racers had given feedback on that they didn't like as much because people who knew the race all choose the easier ones which made bottlenecking happen more.

The event concluded at 5 p.m. Our winning team was local to Vermilion, 2<sup>nd</sup> place was from Manville and third place was from Vermilion. At the reception we had supper catered by the Red Brick, gave out prizes for first place, voted on the "best" dressed team, and best "spirit". We concluded the evening with an overview of all GLI events and a highlight reel of the day's events.

We received event sponsorship from KFC, LMG, Masterpiece Therapies, Knight Spraying, Pomeroy and Vermilion Insurance. We received prize donations from Town of Vermilion, Knight Spraying, Lakeland College, Uniquely U styles, Harbrook and Paisley, Sage Apparel, Mainstreet Hardware, Pomeroy, All Wheel Wash, Kneaded Relief, Northern Lights Realty, College Park.

The feedback was overall positive. Some of the feedback that we can provide to our sites for next year is:

- Preference of not having to use social media within the race.
- Keeping in mind that some teams are not local to the area when fulfilling a task.
- Continue with one clue at a time to deter people from cheating.
- Bring in one “skip” card, where teams can use and choose to skip at the time but must come back and complete later.
- See if all or most locations would be able to take two teams at once. To prevent so much bottle necking.
- Clue cards were picture clues instead of riddles. People loved this as it was easy for out-of-town people to solve.



Feedback from fellow 2023 racers as to why they didn't attend this year: (number of racers where lower and we wanted feedback to improve for 2025).

- 1) People were upset that they paid \$55 for cold beef on a bun.
- 2) Some businesses from 2023 made racers pay money for items as part of their challenge.
- 3) People did not like that all the clues were given up front.

The following decisions have been made for the Race in 2024

- The Regional Centre is booked for March 15, 2025.
- Goal is to have Race capacity returned to 40 teams.

Reviews from a lot of the teams were that this was the best year yet. They are very much looking forward to 2025 and will be back to compete again.

### Video Reviews:

*“I come all the way from Surrey BC every year, I have participated for 4 years, this was the best year to date! We came in second place, and I will be back next year to win!”*

*Fourth Place Team – “I have always wanted to participate, but I have never been able to, this year I got a team together and I am absolutely hooked. This was better than we could have ever expected. We will be back next year for the win.”*

*Free Range Chickens – “Best clues so far, puzzles and stops were awesome, nothing negative to say. We will be back again next year.”*

### Race of Vermilion

#### Business Participation 2024

1. APEX Wellness
2. All Wheel Wash
3. Armories
4. Booster Juice
5. Branded
6. Burnt Rock Adventure Co.
7. Cargill
8. Church of Jesus Christ of Latter Day Saints
9. CLASS
10. College Park Chevrolet Buick GMC
11. Cornerstone Co-op Groceries
12. Cornerstone Co-op Liquor
13. Express Pizza Plus
14. FOCUS
15. Harbrook & Paisley
16. KFC (FMI Atlantic Inc)
17. Kneaded Relief Massage Therapy
18. Knights Spraying Inc
19. Lakeland College - Dairy Barn
20. Lakeland College-Swimming Pool
21. Lakeland College- Rock Wall Climbing
22. Leading Manufacturing Group Inc.
23. Longs Value Drug Mart
24. MacFarlane Construction Limited
25. Mainstreet Hardware
26. Masterpiece Therapies

27. Mi Casa
28. Modern Age Clothing For Kids
29. Modern Edge Painting
30. Museum
31. Northern Lights Realty
32. Parkview Alliance Church
33. Pet Valu
34. Piece of Cake Wedding Rentals
35. Pomeroy Inn & Suites
36. Rotary Club of Vermilion
37. Sage Apparel
38. Scotia Bank
39. The Red Brick
40. Uniquely U Styles
41. Vermilion Art Club
42. Vermilion Insurance Services
43. Vermilion Seniors Centre



202, 9440 49 Street, Edmonton, AB T6B 2M9 | [NSWA.AB.CA](https://NSWA.AB.CA)



September 5, 2023

His Worship Gregory Thronson  
Mayor, Town of Vermilion  
5021 - 49 Avenue  
Vermilion, AB T9X 1X1

Dear Mayor and Council,

## **RE: Supporting Watershed Management for a Thriving Town of Vermilion**

I hope this letter finds you in good health and spirits. I am writing to you on behalf of the North Saskatchewan Watershed Alliance (NSWA) to express our sincere gratitude for your past support and to kindly request your continued partnership in 2024. Last year, Vermilion **was among the more than 40 municipalities who supported the NSWA**. This year, as we embark on another year of collaborative efforts, we are again asking for positive consideration by you and your Council in 2024 for a **contribution of \$2,395.80**.

As you are aware, water and environmental management stands as a pillar of Vermilion's growth and prosperity. The well-being of our citizens and our economy depends on secure access to clean drinking water, the sustained health of our watershed, protection against flooding and drought, and effective stormwater management.

Vermilion is important to our watershed because because the town sits on the edge of Vermilion Park Lake inside the Vermilion Provincial Park, which means that the water and natural assets in and around the town are important to our watershed's overall health. The water Vermilion uses comes from the landscape upstream, while the town's stormwater or wastewater can affect the ecosystem downstream. This means that improving sustainability is best achieved at a watershed scale and in collaboration with other water managers.

At the NSWA, we believe the complex, multi-faceted nature of water and environmental management is best tackled by bringing people and communities together to collaborate. For more than 23 years, the NSWA has worked tirelessly to bring partners together to improve how we collectively manage our rivers, wetlands, and lakes using the best and most applicable science. This important work is accomplished because of the generous support of municipalities like Vermilion, the provincial government, and water utilities.

The goals of the NSWA and the Town of Vermilion are well aligned. Vermilion's Strategic Plan 2022-2026 sets the goal to enhance environmental programs for diversion, conservation, and emergency supply, and identifies Collaboration and Partnerships as a strategic priority. These objectives are well supported by the work the NSWA is undertaking with partners to implement the Integrated Watershed Management Plan for the North Saskatchewan watershed.



Your support means that the NSWA can continue to bring municipalities and partners together to address water quality and quantity challenges, build new tools for decision-makers, and improve our understanding of the watershed. One such project is the NSWA's update to the State of the Watershed assessment, last completed in 2005. NSWA is using an internationally recognized method called the Freshwater Health Index developed by Conservation International to calculate a numeric rating for the watershed's vitality, ecosystem services, and governance. The State of the Watershed enables Vermilion to make decisions and set priorities armed with the best information on the health of the watershed. The assessment is also a valuable tool for the town to communicate basin health with its citizens.

We believe that through collective efforts, we can build a future where water resources are managed sustainably, benefiting not only Vermilion but our entire watershed. Your continued support is invaluable in shaping this vision into reality. We invite you to explore our 2022-2023 Annual Report and the NSWA website for more information ([www.nswa.ab.ca](http://www.nswa.ab.ca)). Enclosed is an invoice to facilitate the administration of your suggested contribution.

I would be happy to connect with you and your Council to provide more information. The NSWA Executive Director, Scott Millar ([scott.millar@nswa.ab.ca](mailto:scott.millar@nswa.ab.ca)) is also available to present to Vermilion and to answer any questions you may have about the NSWA.

Sincerely,

Stephanie Neufeld  
Chair, North Saskatchewan Watershed Alliance

Cc: Chief Administrative Officer

**Invoice**



202 - 9440 49  
Street NW  
Edmonton, Alberta  
T6B 2M9

| Date      | Invoice # |
|-----------|-----------|
| 9/05/2023 | 2024.067  |

|                 |                       |
|-----------------|-----------------------|
| <b>Phone #</b>  | 587.525.6821          |
| <b>E-mail</b>   | ellen.cust@nswa.ab.ca |
| <b>Web Site</b> | www.nswa.ab.ca        |

|                                                                    |
|--------------------------------------------------------------------|
| <b>Invoice To</b>                                                  |
| Town of Vermillion<br>5021 - 49 Avenue<br>Vermilion, AB<br>T9X 1X1 |

| Description                                                                        | Amount                  |
|------------------------------------------------------------------------------------|-------------------------|
| Municipal Contribution January 1 to December 31, 2024 - Per Capita Funding Request | 2,395.80                |
| Thank you for your support                                                         | <b>Total</b> \$2,395.80 |

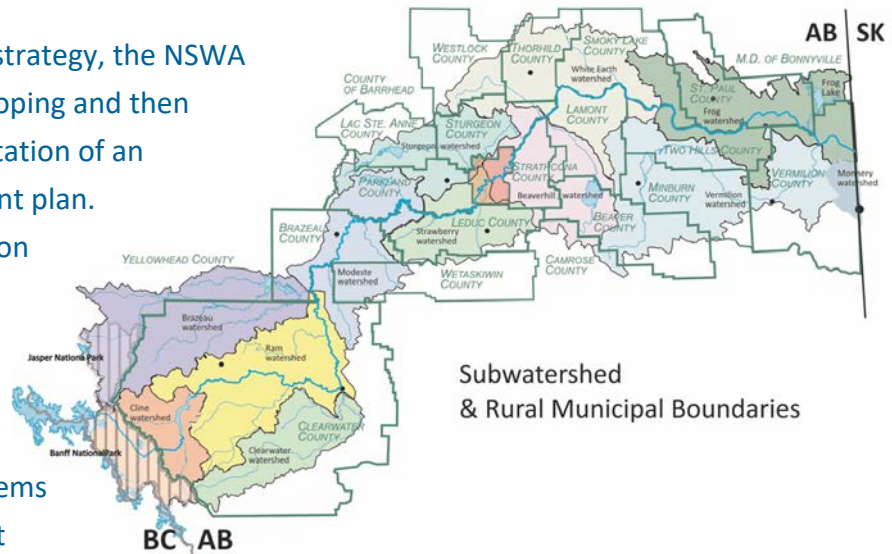
**GST/HST No.** 890443419



## HIGHLIGHTS FROM 2022-2023

The North Saskatchewan Watershed Alliance (NSWA) is a non-profit, multi-stakeholder organization dedicated to **improving 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 quantity and quality of water and the health of aquatic ecosystems within the watershed and support the social and economic well-being of the region.



Subwatershed  
& Rural Municipal Boundaries

## STATE OF THE WATERSHED ASSESSMENT

The State of the Watershed assessment examines numerous aspects of watershed health so that we have a baseline from which to determine if actions are needed to improve watershed health.



Building upon the NSWA's 2005 assessment, the **State of the Watershed will make use of an internationally recognized methodology called the Freshwater Health Index (FHI)**, developed by Conservation International. This will be the first use of FHI in a North America. The index scores watershed vitality, services, and governance to create scientifically supported, scalable, consistent results that integrate available data and the expertise of local stakeholders, subwatershed alliances, and the NSWA.

## WETLAND STRATEGY

The NSWA is developing the **Strategy to Improve Wetland Management for the North Saskatchewan River in Alberta**. This collaborative strategy is intended to coordinate and align the work of partners across the watershed to advance wetland management and implementation of the Alberta Wetland Policy. The NSWA is offering a **Wetland Education Sponsorship** to support municipal partners as they elevate their knowledge and technical capacity to conserve wetlands and implement wetland restoration initiatives in the watershed.



## RIPARIAN HEALTH ACTION PLAN

The NSWA continues to promote practices and policies that support riparian health. We initiated a **review of riparian regulations for 24 municipalities** as a foundation for building a **Riparian Regulations Best Management Practices Guide**. As well, we are working to add new dimensions to the provincial riparian setback calculator to support municipal planning processes. The **Riparian Web Portal** (riparian.info) continues showcase restoration projects from across the watershed.

## EDUCATION AND OUTREACH

A key role for the NSWA is sharing knowledge and information on the North Saskatchewan River watershed. Staff attend community events throughout the summer, publish a monthly newsletter, hosts workshops and webinars, and is actively growing our social media network. We are proud to say we have engaged with more than **1,900 community members and reach over 5,700 people through our social media channels** in 2023.



## STAY CONNECTED TO NSWA

Email us at [water@nswa.ab.ca](mailto:water@nswa.ab.ca) to join our newsletter and event mailing list.

Visit us at [www.nswa.ab.ca](http://www.nswa.ab.ca) to see more on our partners, our work, and our results.

Connect with us on the social media platform of your choice.



NorthSaskRiver



north\_sask\_river



@NorthSaskRiver



northsaskriver

Deputy Minister  
7<sup>th</sup> Floor, Commerce Place  
10155 - 102 Street  
Edmonton Alberta T5J 4L5  
Canada  
Telephone 780-427-3659  
[www.alberta.ca](http://www.alberta.ca)

AR 120793

April 12, 2024

Mr. Kevin Lucas  
Chief Administrative Officer  
Town of Vermilion  
5021 - 49 Ave  
Vermilion AB T9X 1X1

**Subject: Removal of Municipal School Reserve Designation - Town of Vermilion**

Thank you for your letter to the Honourable Demetrios Nicolaides, Minister of Education, on behalf of the Town of Vermilion, requesting approval to remove the municipal school reserve designation from three properties in Vermilion. I am responding further to Minister Nicolaides' October 27, 2023 email.

I understand the subject properties are too small to be used as sites for a future school, and that both Buffalo Trail Public Schools and East Central Catholic Schools support the proposed change.

On the assumption that Part 17, Division 9 of the *Municipal Government Act* has been fully complied with, Buffalo Trail Public Schools and East Central Catholic Schools may proceed with submitting the appropriate application related to the lands legally described as Lot 8MSR, Block 6; Lot 23MSR, Block 5; and Lot 6MSR, Block 2 of Plan 802 2872 to the Registrar of the Land Titles Office. The form can be found at [www.alberta.ca/land-titles-overview](http://www.alberta.ca/land-titles-overview).

Please note that this letter does not constitute approval for either Buffalo Trail Public Schools or East Central Catholic Schools to dispose of the lands mentioned above. Should the school boards choose to dispose of their interest in any or all of the properties, the boards are required to comply with Section 192 of the *Education Act* and the Disposition of Property Regulation.

If you have any questions, please contact Roman A. Sus, Manager, Capital Planning South, at [roman.sus@gov.ab.ca](mailto:roman.sus@gov.ab.ca) or 780-638-9599 (toll-free by first dialing 310-0000).

Yours Truly,

A handwritten signature in black ink, appearing to read "Lora Pillipow".

Lora Pillipow  
Deputy Minister

cc: Kara Jackson, Board Chair, Buffalo Trail Public Schools  
Debra Klein, Trustee, East Central Alberta Catholic Separate Schools



## **Regular Council Meeting Agenda**

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

- 1. CALL TO ORDER**
- 2. OPENING INSPIRATION - COUNCILLOR DALE SWYRIPA**
- 3. ADDITIONS TO AGENDA**
- 4. ADOPTION OF AGENDA**

**Motion Number:**

THAT the County of Vermilion River approve the April 9, 2024 Regular Council Meeting Agenda as presented.

- 5. ADOPTION OF MINUTES**

**5.a REGULAR COUNCIL MEETING - JANUARY 30, 2024**

**Motion Number:**

THAT the County of Vermilion River approve the January 30, 2024 Regular Council Meeting Minutes as presented.

**5.b REGULAR MEETING OF COUNCIL - MARCH 26, 2024**

**Motion Number:**

THAT the County of Vermilion River approve the March 26, 2024 Regular Meeting of Council Minutes as presented.

- 6. APPOINTMENTS**

**6.a 9:05 AM - KITSCOTY SPORTS AND EVENT CENTRE - DUSTIN NEWMAN**

Overview of the Kitscoty Sports and Event Centre - update on the status and purpose of the facility as well as fundraising and future plans.

## **AGENDA ITEM #11.3.**

**6.b 9:30 AM BRETT PICKFORD - 700m section of RR21 south of TWP 482**

**6.c 10:00 AM FINANCIAL AUDIT - LAURA MARCATO OF SENIUK AND COMPANY**

**Motion Number:**

THAT the County of Vermilion River receive the Financial Audit Report as presented.

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

**7.a 2024 OPERATING BUDGET AND 2025 – 2027 OPERATING PLAN - FINAL**

**Motion Number:**

THAT the County of Vermilion River approve the 2024 Operating Budget and 2025 to 2027 Operating Plan as presented.

**Motion Number:**

THAT the County of Vermilion River approve the 2024 Capital Budget and 2025 to 2029 Capital Plan as presented.

### **8. COUNCIL NEW BUSINESS**

**8.a CHIEF ADMINISTRATIVE OFFICER REPORT**

**Motion Number:**

THAT the County of Vermilion River approve the March CAO report as presented and receive the County Meetings and Events Calendars and Council Tracker Report as information.

**8.b FINANCE**

#### **2024 MILL RATES – FOR INFORMATION**

**Motion Number:**

THAT the County of Vermilion River receive the 2024 Mill Rate package as information.

**Request for Information**

**8.c PUBLIC WORKS AND UTILITIES**

#### **CONCERN TRACKER REPORT**

**Motion Number:**

THAT the County of Vermilion River receive the Current Concern Tracker Report for March 18, 2024, to April 2, 2024, and the Active and In-Progress Concern Tracker Report up to March 17, 2024, for information only.

**Request for Information**

**8.d NATURAL GAS UTILITY**

**Request for Information**

**8.e AGRICULTURE AND ENVIRONMENT**

**Request for Information**

**8.f PROTECTIVE SERVICES**

**Request for Information**

**8.g PLANNING AND COMMUNITY SERVICES**

**COUNTY OF VERMILION RIVER 60TH ANNIVERSARY EVENT  
CELEBRATIONS – MOTION REQUIRED**

**Motion Number:**

THAT the County of Vermilion River shut down operations on June 11, 2024 at 3:00 PM to accommodate all staff attendance at the 60<sup>th</sup> anniversary celebration.

**SUBDIVISION APPLICATION (SE-24-49-2W4M) APPROACH  
APPLICATION AND INSPECTION FEE – MOTION REQUIRED**

**Motion Number:**

THAT the County of Vermilion River provide a response to Marsha Tindall and Darren Neis and direct Administration to bring back the fee bylaw for review of Planning fees.

**BLACKFOOT PLAYGROUND INSURANCE OPTIONS AND PARKS  
MAINTENANCE SERVICE LEVELS – MOTION REQUIRED**

**Motion Number:**

THAT the County of Vermilion River choose option number \_\_\_\_\_ from the list provided and direct Administration to implement for all Recreational Areas on County-owned lands.

**Request for Information**

**8.h GENERAL ADMINISTRATION**

**NAAGO MEMBERSHIP**

**Motion Number:**

THAT the County of Vermilion River approve the payment of the NAAGO Membership invoice of \$2,200.00.

**COUNTY OF VERMILION RIVER PARADE TRUCK AND DISPLAY**

**Motion Number:**

THAT the County of Vermilion River choose \_\_\_\_\_ as the company to provide a complete truck wrap for parade purposes for a cost of \_\_\_\_\_.

**COUNTY OF VERMILION RIVER TEMPORARY ADMINISTRATION MOVE**

**Motion Number:**

THAT the County of Vermilion River approves administration to temporarily relocate to \_\_\_\_\_ while the renovation of the administration building occurs.

**CORRESPONDENCE**

**Motion Number:**

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

- \*Minister AMR Announcement
- \*PERC Extension
- \*ATCO Electric Dewberry
- \*Vermilion Library Minutes
- \* Alberta HUB minutes and In-kind invoice
- \* County of Minburn Vehicle Weight Order
- \* NSW Highlights 2022-2023

**VILLAGE AND HAMLET APRIL NEWSLETTERS**

**Motion Number:**

THAT the County of Vermilion River receive the Villages of Kitscoty, Marwayne, Paradise Valley and Hamlet of Dewberry April Newsletters as information.

**Request for Information**

**9. DISPOSITION OF DELEGATION BUSINESS**

**9.a KITSCOTY SPORTS AND EVENT CENTRE**

**Motion Number:**

THAT the County of Vermilion River receive the Kitscoty Sports and Event Centre report as information.

**9.b BRETT PICKFORD**

**Motion Number:**

THAT the County of Vermilion River receive the presentation by Brett Pickford as information.

**10. NOTICES OF MOTION**

**11. COUNCIL REPORTS**

**12. CLOSED SESSION - CONFIDENTIAL**

**Motion Number:**

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

**12.a DESIGNATED INDUSTRIAL PROPERTIES (DIP) ASSESSMENT REVIEW – FOR INFORMATION**

**12.b DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS - LLOYDMINSTER REGIONAL HOUSING GROUP - FOIP SECTION 21(1)(a)(ii)**

**13. RETURN TO OPEN SESSION**

**Motion Number:**

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

**14. BUSINESS ARISING OUT OF CLOSED SESSION**

**14.a DESIGNATED INDUSTRIAL PROPERTIES (DIP) ASSESSMENT REVIEW**

**Motion Number:**

THAT the County of Vermilion River receive the Designated Industrial Properties (DIP) assessment review options as information.

**15. ADJOURNMENT**



## **Regular Council Meeting Agenda**

March 26, 2024, 9:00 AM  
Council Chambers/VIA ZOOM Webinar  
4912 50 Ave  
Kitscoty, Alberta, Canada

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

**Motion Number:**

THAT the County of Vermilion River approve the March 26, 2024 Regular Council Meeting Agenda as presented.

- 5. ADOPTION OF MINUTES**

**5.a POLICY & PRIORITY COMMITTEE MEETING - MARCH 5, 2024**

**Motion Number:**

THAT the County of Vermilion River approve the March 5, 2024 Policy and Priorities Committee Meeting Minutes as presented.

**5.b REGULAR COUNCIL MEETING - MARCH 12, 2024**

**Motion Number:**

THAT the County of Vermilion River approve the March 12, 2024 Regular Council Meeting Minutes as presented.

**5.c SPECIAL MEETING OF COUNCIL - MARCH 14, 2024**

**Motion Number:**

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

**6. APPOINTMENTS**

**6.a 9:05 AM STARS - GLENDA FARNDEN**

**6.b 9:30 AM - ISLAY BONSPIEL DONATION - STEVEN WESTERGAARD**

**6.c 9:35 AM KITSCOTY SPORTS AND EVENT CENTRE UPDATE - DUSTIN NEWMAN**

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

**8. COUNCIL NEW BUSINESS**

**8.a CHIEF ADMINISTRATIVE OFFICER REPORT**

**COUNCIL MEETINGS AND EVENTS CALENDARS**

**Motion Number:**

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

**8.b FINANCE**

**FEBRUARY 2024 FINANCIAL REPORT**

**Motion Number:**

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

**Request for Information**

**8.c PUBLIC WORKS AND UTILITIES**

**SALE OF THREE (3) GRADERS- MOTION REQUIRED**

**Motion Number:**

THAT the County of Vermilion River approve Mitchener Allen Auctioneering Ltd. to proceed with the sale of three (3) graders for \$405,000.00 gross guaranteed minimum less 10 per cent sales commission. If the units sell for more than the gross guaranteed minimum, the overage will be shared. Ninety (90) per cent will go to the County of Vermillion River and 10 per cent will go to Mitchener Allen Auctioneering Ltd.

**ACQUISITION OF 2024 ORTHOPHOTOGRAPHY**

**Motion Number:**

THAT the County of Vermilion River award the contract for acquisition of 40cm orthophotographs of rural County of Vermilion River and 10cm orthophotographs of the eight named Hamlets under the jurisdiction of the County of Vermilion River to WGS Aerial Surveys for \$71,585.00 plus GST with \$70,000.00 from the Public Works Operational budget and \$1,585.00 from Planning and Community Services General budget.

**PUBLIC WORKS MONTHLY REPORT FOR FEBRUARY 2024.**

**Motion Number:**

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

**RITCHIE BROS. AUCTIONEERS AUCTION RESULTS – FOR INFORMATION ONLY**

**Motion Number:**

THAT the County of Vermilion River receive the results from the sale of three (3) graders at Ritchie Bros. Auctioneers Auction presentation as information.

**2024 ROAD BAN - FOR INFORMATION ONLY**

**Motion Number:**

THAT the County of Vermilion River receive the information for the 2024 Road Ban Season as presented for information only.

**2024 COUNTY OF VERMILION SAFETY BBQ DATE**

**Motion Number:**

THAT the County of Vermilion River Council approve the 2024 County of Vermilion River Safety BBQ to be held on June 18, 2024

**2024 ROAD MAINTENANCE PROGRAM TENDER – MOTION REQUIRED**

**Motion Number:**

THAT the County of Vermilion River award the tender for the 2024 Road Maintenance Program to West-Can Seal Coating Inc. for a total project cost of \$1,042,234.00 plus GST to be funded from the 2024 Public Works Capital Budget, Road Surfacing Plan.

**CONCERN TRACKER REPORT**

**Motion Number:**

THAT the County of Vermilion River receive the Current Concern Tracker Report for March 6, 2024, to March 17, 2024, and the Active and In-Progress Concern Tracker Report up to March 5, 2024, for information only.

**Request for Information**

**8.d NATURAL GAS UTILITY**

**Request for Information**

**8.e AGRICULTURE AND ENVIRONMENT**

**Request for Information**

**8.f PROTECTIVE SERVICES**

**Request for Information**

**8.g PLANNING AND COMMUNITY SERVICES**

**HOUSE RENTAL OPTIONS – MOTION REQUIRED**

**Motion Number:**

THAT the County of Vermilion River sell Lot 2 Block 2 Plan 9521666 at the price of \$\_\_\_\_\_, with the assistance of a realtor.

**Request for Information**

**8.h GENERAL ADMINISTRATION**

**CORRESPONDENCE**

**Motion Number:**

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

\* RMA Minutes January 18, 2024

\* RMA Unpaid Oil and Gas Tax Survey

\* Letter - Minister of Municipal Affairs re: Intermunicipal Collaboration Frameworks.

\* Letter - Minister of Municipal Affairs re: 2024 Minister's Award for Municipal and Public Library Excellence.

\* Letter - Minister of Municipal Affairs re: Budget 2024

\* ACE Water Newsletter

**Request for Information**

**9. DISPOSITION OF DELEGATION BUSINESS**

**9.a STARS PRESENTATION**

**Motion Number:**

THAT the County of Vermilion River accept the STARS Presentation as information.

**9.b KITSCOTY SPORTS AND EVENT CENTRE**

**Motion Number:**

THAT the County of Vermilion River receive the Kitscoty Sports and Event Center update as information.

**10. NOTICES OF MOTION**

**11. COUNCIL REPORTS**

**12. ADJOURNMENT**