

**Town of Vermilion
Regular Council
Tuesday, March 5, 2024 at 6:00 P.M.**

Page

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. ADOPTION OF THE PREVIOUS MINUTES

- 3 - 7 3.1. **Minutes of Regular Meeting of Council - February 20, 2024**
8 3.2. **Minutes of Special Meeting of Council - February 23, 2024**

4. BYLAWS

- 9 4.1. **2.2024 Borrowing Bylaw - 2024 Capital Budget - Staff Recommendation**
10 - 13 4.2. **2.2024 Borrowing Bylaw - 2024 Capital Budget**
14 4.3. **3.2024 Remote Attendance Bylaw - Staff Recommendation**
15 - 16 4.4. **3.2024 Remote Attendance Bylaw**

5. NEW BUSINESS

- 5.1. **Public Commentary**

6. COMMITTEE REPORTS

6.1. PARKS, RECREATION, CULTURE AND ENVIRONMENT

- 17 - 20 6.1.1. **Minutes of February 26, 2024**

7. FINANCIAL

8. COUNCIL ROUND TABLE

9. CORRESPONDENCE

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| 21 - 22 | 9.1. Budget 2024 - Letter from Minister McIver |
| 23 | 9.2. 2024 Fire Service Training Program - Grant |
| 24 | 9.3. Letter of Support - Royal Canadian Legion - Soldiers Plot |
| 25 - 33 | 9.4. County of Vermilion River - Agenda of February 27, 2024 |
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10. ADJOURNMENT

**TOWN OF VERMILION
MINUTES OF REGULAR MEETING OF COUNCIL
HELD ON TUESDAY, FEBRUARY 20, 2024 AT 6:00 P.M.**

PRESENT

IN PERSON:

Mayor Gregory Thronkson
Councillor Kevin Martin
Councillor Robert Snow
Councillor Joshua Rayment
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:

Councillor Kirby Whitlock

REGRETS:

Deputy Mayor Paul Conlon

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

Moved by Councillor Kevin Martin “That the Agenda be accepted as amended.” **CARRIED.**

Revision numbering of
‘8.1. Economic Development’ under **8. COMMITTEE REPORTS**
and renumber remaining items.

Addition of
‘6.5. FOCUS Letter of Support’ under **6. NEW BUSINESS**

Moved by Councillor Kevin Martin “That the Agenda be accepted as amended.” **CARRIED.**

Addition of
‘6.6. Conference Attendance’ under **6. NEW BUSINESS**

Addition of
‘12.2. Pursuant to Part 1, Division 2, Section 17 (2) of the Freedom of Information and Protection of Privacy Act. Personnel’ under **12. CLOSED SESSION**

3. ADOPTION OF THE PREVIOUS MINUTES

3.1. Minutes of Regular Meeting of Council – February 6, 2024

Moved by Councillor Robert Snow “That the Minutes of the Regular Meeting of Council of February 6, 2024 be accepted as presented.” **CARRIED.**

4. OATH OF OFFICE

4.1. Oath of Office - Councillor Kevin Martin - Deputy Mayor - March to June 2024

Moved by Councillor Robert Pulyk “That Council for the Town of Vermilion appoint Councillor Kevin Martin as Deputy Mayor for the months of March to June 2024.”
CARRIED.
Motion # 24/02/10

5. DELEGATIONS**5.1. 6:05 pm - Vermilion RCMP Detachment - Sgt. Buckingham**

Mayor Gregory Thronson welcomed Sgt. Buckingham to the meeting.

Sgt. Buckingham gave an overview about current technological endeavours such as Remotely Piloted Aircraft Systems (RPAS) to support specialized units. These drones help give police a more accurate picture in certain situations. The body worn cameras initial contract didn't meet requirements so moving onto a different company with testing underway.

Sgt. Buckingham reviewed the three community priorities as follows.

Crime Reduction: curfew checks; monitoring offenders

Communicate Effectively: Completed two Town Halls - one held in Minburn and other in Vermilion; media releases, detachment updates, RAVE Alert, monthly alerts to media

Enhancing Road Safety/Improve Police Visibility: 332 documented vehicle stops (warnings, tickets, apprehension of impaired drivers, etc.)

Sgt Buckingham then went on to review stats and % change year over year. Property crime is trending down. Persons crimes have been trending up. MVC are down 24% and other criminal code are up 17%. Sgt Buckingham asks residents to be sure to report crimes via online crime reporting or RCMP App.

Council requested additional information on fraud to provide to public. This information will be provided to administration for circulation. Sgt Buckingham answered questions regarding the RAVE alert and mental health calls. He provided information around voluntary program where RCMP can access video footage from resident's security cameras that allows access to footage that may help assist RCMP.

Appreciation was expressed to RCMP. Sgt. Buckingham answered all questions from Council.

Sgt. Buckingham left the meeting at 6:33 p.m.

The information presented was accepted as information.

5.2. 6:20 pm - Airport Advisory Committee Update

Mayor Gregory Thronson welcomed Mr. Geoff Hancock to the meeting.

Mr. Geoff Hancock gave an overview of the Airport Advisory Committee quarterly report. Mr. Hancock indicated that the Vermilion Airport is critical infrastructure and fixed airwing is of high importance to the town. Investors rate a paved, lighted airport very highly and uses it as criteria for investment in the community. Mr. Hancock provided some ideas for increasing viability of airport such as hangar homes subdivision, drone delivery, increased aviation businesses, aircraft storage hangars, aircraft component overhaul. Information on a GPS approach report was provided. Discussion around the maintenance of the runway surface. If the crack sealing is maintained, the runway can be kept in usable condition.

The information presented was accepted as information.

6. NEW BUSINESS**6.1. Public Commentary**

Mayor Gregory Thronson opened the public commentary session at 6:53 p.m.

Mayor Thronson welcomed Mr. Erwin Warkentin into the public commentary session. Mr. Erwin Warkentin addressed Council and commented on the good service at the arena. Mr. Warkentin voiced concerns about the lack of signage at public skate times and the lack of advertising about the public skate dates and times.

No emails or written correspondence received.

Mayor Gregory Thronson declared the public commentary session closed at 6:58 p.m.

6.2. Fire Services Agreement - 2024 Firefighter Rates - Staff Recommendation

Councillor Robert Snow and Councillor Kevin Martin left the meeting at 7:00 p.m. pursuant to Div 6, Sec 170 (2) of the Municipal Government Act, RSA 2000, c. M-26, Pecuniary Interest of Councillors.

Moved by Councillor Robert Pulyk “That Council for the Town of Vermilion increase the firefighter honorarium for practice hours by \$0.56/hr. Standby Duty increased by \$1.45/day. Show up rate increased by \$0.73/hr.” **CARRIED.**

Motion # 24/02/11

Councillor Robert Snow and Councillor Kevin Martin returned to the meeting at 7:07 p.m.

6.3. Fire Services Agreement - 2024 Firefighter Rates

6.4. Bylaw 4.18 Code of Conduct - For Review

6.5. FOCUS Letter of Support

Moved by Councillor Joshua Rayment “That Council for the Town of Vermilion support the development of a letter of support for Rural Transit Solution Fund (RTSF) for the FOCUS Society providing that all supporting documentation is provided.” **CARRIED.**

Motion # 24/02/12

6.6. Conference Attendance – For discussion

7. MANAGEMENT REPORTS

7.1. Chief Administrative Officer Report

- Attended ICSC Conference late January; made new contacts and attended meetings
- Currently interviewing for Director of Infrastructure and Planning position

7.2. Director of Community Services Report

- Agland Zamboni wrap – 5-year agreement
- Joint pool meeting with Lakeland College; ongoing renos of pool
- Current Recreation Services Agreement to be reviewed at the ILC Committee Meeting
- Livebarn installed and online as of February 14, 2024

7.3. Director of Infrastructure and Planning Services Report

- Garbage truck insurance claim ongoing; campaign on community education regarding what should go into garbage to prevent future incidents
- MSR redesignation being worked on

7.4. Director of Corporate Services Report

- Councillors receiving increased calls from residents re: utility bill increases
- Discussion around media release outlining the increases in utility bills
- ERP software implementation
- Discussion around rebate program for purchasing rain barrels locally; credit utility bill

7.5. Manager Economic Development

- Housing Analysis RFP deadline February 28, 2024
- ICSC effective use of time; numerous meetings with investors; follow up emails
- HUB Meeting with two parliamentary secretaries

8. COMMITTEE REPORTS

8.1. ECONOMIC DEVELOPMENT

8.1.1. Minutes of February 14, 2024 – Accepted as Information.

8.1.2. The Good Life Institute - Minutes of January 17, 2024 – Accepted as Information.

8.2. LIBRARY

8.2.1. Minutes of December 6, 2023 – Accepted as Information.

8.2.2. Recommendation for Library Board Appointment - Committee Recommendation

Moved by Councillor Joshua Rayment “That Council for the Town of Vermilion appoint Richard Yaceyko to the Vermilion Library Board for a 3-year term expiring February 20, 2027.” **CARRIED.**

Motion # 24/02/13

8.2.3. Minutes of January 31, 2024 – Accepted as Information.

8.2.4. Recommendation for Library Board Appointment - Committee Recommendation

Moved by Councillor Kirby Whitlock “That Council for the Town of Vermilion appoint Brad Gallamore to the Vermilion Library Board for a 2-year term expiring February 20, 2026.” **CARRIED.**

Motion # 24/02/14

8.3. HEALTH CARE PROVIDERS ATTRACTION & RETENTION

8.3.1. Minutes of October 16, 2023 – Accepted as Information.

9. FINANCIAL

9.1. Accounts Payable for the period of February 7 - 20, 2024 – Accepted as Information.

10. COUNCIL ROUND TABLE

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

- Vermilion District Health Care Providers Attraction & Retention Committee Meeting – February 12, 2024
- Roles and Responsibilities/Effective Meetings Workshop – February 8, 2024
- Finance and Governance Committee Meeting – February 13, 2024
- Economic Development Committee Meeting – February 14, 2024
- Emerging Trends in Municipal Law Webinar – February 15, 2024
- Alberta Municipalities Sustainability and Environment Meeting
- Northeast Alberta Alliance for Growth & Opportunity Board Meeting – February 7, 2024
- Vermilion & District Chamber of Commerce Board Meeting – February 7, 2024
- Yellowhead East Health Zoom Meeting – February 8, 2024
- Vermilion & District Housing Foundation Board Meeting – January 25, 2024

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

- Northern Lights Library System Board Meeting – February 23, 2024
- Library Board Meeting – February 21, 2024
- J & J Pinoy Grand Opening Ribbon Cutting – February 27, 2024
- Nicols Towing Grand Opening Ribbon Cutting – February 28, 2024
- Alberta Municipal Budget Review
- Alberta Health Transition Review
- Vermilion River Regional Waste Management Commission Meeting
- Vermilion & District Housing Foundation Board Meeting – February 22, 2024
- Alberta Central East Water Corporation
- East Central 911 Call Answer Society Board Meeting

11. CORRESPONDENCE

11.1. County of Vermilion River – Minutes of January 9, 2024

11.2. County of Vermilion River – Agenda of February 13, 2024

Correspondence was accepted as information.

Moved by Councillor Kevin Martin “That Council for the Town of Vermilion go to recess at

8:20 p.m.”

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

Moved by Councillor Robert Snow “That Council for the Town of Vermilion reconvene at 8:26 p.m.”

12. CLOSED SESSION

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

Moved by Councillor Kevin Martin “That Council for the Town of Vermilion go in closed session at 8:27 p.m.” **CARRIED.**
MOTION #24/02/15

Moved by Councillor Robert Pulyk “That Council for the Town of Vermilion revert back to the Regular Meeting of Council at 9:15 p.m.” **CARRIED.**
MOTION #24/02/16

Moved by Councillor Kevin Martin “That Council for the Town of Vermilion move forward with the sale of Block 3, Lots 14 & 15 for the sum of \$400,000 including the Town’s acquisition of Lots 20 & 21, Block 12, Plan 66475 from 614658AB LTD subject to developer meeting requirements within purchase agreement.” **CARRIED.**
MOTION #24/02/17

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

Moved by Councillor Kevin Martin “That Council for the Town of Vermilion go in closed session at 9:19 p.m.” **CARRIED.**
MOTION #24/02/18

Manager Economic Development Mary Lee Prior left the meeting at 9:19 p.m.

Moved by Councillor Robert Snow “That Council for the Town of Vermilion revert back to the Regular Meeting of Council at 9:45 p.m.” **CARRIED.**
MOTION #24/02/19

13. ADJOURNMENT

Being the Agenda matters concluded, the meeting adjourned at approximately 9:45 p.m.

READ AND CONFIRMED ON THIS 5TH DAY OF MARCH, 2024 A.D.

Chief Administrative Officer

Mayor

TOWN OF VERMILION
MINUTES OF SPECIAL MEETING OF COUNCIL
HELD ON FRIDAY, FEBRUARY 23, 2024 AT 5:00 PM
COUNCIL CHAMBERS

PRESENT

IN PERSON:

Mayor Gregory Thronson
Deputy Mayor Kevin Martin
Councillor Robert Snow
Councillor Joshua Rayment
Councillor Robert Pulyk

REGRETS

Councillor Kirby Whitlock
Councillor Paul Conlon

1. **CALL TO ORDER**

Mayor Gregory Thronson called the meeting to order at 5:00 p.m.

2. **ADOPTION OF AGENDA**

Moved by Councillor Joshua Rayment “That the Agenda be accepted as presented.”
CARRIED.

3. **CLOSED SESSION**

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

Moved by Councillor Kevin Martin “That Council for the Town of Vermilion go in closed session at 5:01 pm.” **CARRIED.**
Motion #24/02/20

CAO Kevin Lucas left the meeting at 5:03 p.m.
CAO Kevin Lucas returned to the meeting at 5:27 p.m.

Moved by Councillor Robert Snow “That Council for the Town of Vermilion revert back to the Regular Meeting of Council at 6:09 pm.” **CARRIED.**
Motion #24/02/21

4. **ADJOURNMENT**

Being the Agenda matters concluded, the meeting adjourned at approximately 6:10 p.m.

READ AND CONFIRMED ON THIS 5th DAY OF MARCH, 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 first reading to 2.2024 Borrowing Bylaw - 2024 Capital Budget.

Submitted By:

Brian Leibel

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



Project # CP24- 9 Capital

2024 Budget Project Description

Project Title Sanitary Trunk Main Replacement
 Department Infrastructure & Planning
 Contact Ben McPhee
 Project Type Replacement

Components & Cost	2024	2025	2026	2027	2028	Total
Land						\$ -
Land Improvements						\$ -
Eng. & Construction	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000	\$ 7,000,000
Vehicles & Equipment						\$ -
Other						\$ -
Total Cost	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	

Funding	2024	2025	2026	2027	2028	Total
Grant						\$ -
Debenture	\$ 1,400,000	1,400,000	1,400,000	1,400,000	1,400,000	\$ 7,000,000
Local Improvement						\$ -
Reserve						\$ -
Taxation/User Fees						\$ -
Total Funding	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	

Net Unfunded \$ - \$ - \$ - \$ - \$ -

Alignment with Strategic Plan Priority # 4

Project Description

The replacement and upsizing of the sanitary trunk main.

Rationale & Benefit (Why project is warranted)

As part of the 2022-2026 strategic plan section 4.1 - Explore options for the funding and construction of the sewer trunk main to accommodate future development, the sanitary trunk main project is being brought forward as a 5 year phased project. This replacement is needed as the current line is in poor condition and at max capacity. The upsizing will not only enhance overall condition of the line, but will allow for the development of North Brennan with less off-site barriers to develop.

Timelines for Implementation/Completion

Winter Engineering and spring tendering. Fall construction. This is expected to be a five year phased project, with adjustments to the budget figures based on current years tender amounts.

Personnel Requirement

N/A

Potential Constraints

Grant funding, weather, contractor availability, slope stability, site access, materials availability.

Description of costs (Capital and Operating) that may extend beyond 5 years

There will not be any effects to the operating budget as a result.

Impact on Operating Budget

	2024	2025	2026	2027	2028
Revenue					
Expense					
Net	\$ -	\$ -	\$ -	\$ -	\$ -

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

3.2024 Remote Attendance Bylaw

PROPOSAL:**BACKGROUND**

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 Bylaw" for first 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 for first reading.

PROPOSED BY:

Kevin Lucas

STAFF RECOMMENDATIONS:

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

Submitted By:

Kevin Lucas

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
COUNCIL MEETINGS 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 the effective participation in a 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.
- 4. **TECHNICAL REQUIREMENTS**
 - 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. The Town will ensure that appropriate technology is available to facilitate remote participation.
- 5. **QUORUM**
 - 5.1. For the purposes of this By-Law, a member participating in a meeting by electronic means is considered present for quorum.
- 6. **OPEN MEETINGS**
 - 6.1. All meetings held by electronic means shall adhere to the principles of openness and transparency, in accordance with the *Municipal Government Act*.

7. LIMITATIONS

- 7.1. Remote participation may not be used for in-camera meetings or other meetings where confidential or sensitive information is discussed.

8. AMENDMENTS

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

9. EFFECTIVE DATE

- 9.1. 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

TOWN OF VERMILION

**MINUTES OF PARKS, RECREATION, CULTURE & ENVIRONMENT BOARD HELD ON
MONDAY February 26th, 2024 @ VERMILION TOWN OFFICE**

Present

Ryan Leahy (Chair)
Stacey Hryciuk
Peter Walsh
Bonnie Walsh
Greg Thronson
Kerry Zachar
Carolyn Green
Kaylyn Staden
Josh Rayment
Director Mike Van Der Torre
Karen King
Kaylyn Gordon
Caylie Gnyra

Regrets

Rebecca Zajic
Roger King
Paul Conlon
Recording Secretary Shae Borle

1. Call to Order

This meeting was called to order at 5:30pm.

2. Adoption of Agenda

Motion: The Agenda be adopted as amended
Moved By: Stacey

Seconded By: Peter

CARRIED.

3. Minutes

3.1 Meeting Minutes from November 27, 2023

Moved by: Stacey

Seconded by: Peter

CARRIED

4. Delegations

4.1 – Don Henry And Heather MacMillan

Don Henry, President of the Lt Col W.C. Craig Armoury Historical Society, updated the group on the community's extensive utilization of the historical building. He highlighted the ham radio club's use of the armoury for basic and advanced ham radio courses happening on Wednesday and Saturday, the provision of the building for the upcoming Race of Vermilion and a day of archery for 4-Hers, the archery club's and cadets' regular use of the facilities, and the hopes of getting the building's gun range up and running again. The Gun range would welcome police and sheriffs to use it.

The building has encountered significant maintenance challenges over the winter, including a furnace failure and a burst pipe.

Members of the Armoury Historical Society are also concerned that the cost of natural gas heating combined with the carbon tax will make the ongoing operation of the building cost prohibitive.

5. Old Business

5.1 New Chair Nominations- Ryan Leahy was elected as the new Chair and Peter Walsh was elected as the Vice President.

6. New Business

6.1 – Welcoming the new members from the environment group. Bonnie Walsh was the only member present at this meeting. She had 2 main projects she was involved in. The community garden plots and the pollinator garden. Bonnie is in contact with Madison from the town regarding Madison taking over the community gardens (measure garden plots, organize gardeners and having a waiting list). There are 40-42 plots available but are very popular and will be needing more plots. There is still money available for the pollinator garden. Rototiller man and the town water is what the \$30 fee per person goes towards.

6.2 Grant Approvals/Applications – No one has applied in the last two months. \$2000 wasn't spent last year and not surplus to this year.

6.3 Non-Ice rates and Ball Diamond rates- There have been no increase in the past 4 years. Mike will bring more info regarding costs to operate next meeting.

6.4 Modify bylaw to include environmental committee- Change the bylaw to include environmental club. Shae will meet with Madison to get the bylaws from Environmental committee to include into the Parks, Rec, and culture board bylaws. Mike, Josh, Carolyn and Paul will go on the committee for these bylaws.

7. Committee Reports

Folk Club - James Keeleghan and Jez Lowe at the legion March 2, 2024 at 8pm.

- Delta Whiskey- Elks hall on March 16, 2024 at 8pm
- Maria Dunn at the Legion April 13th.

Rowing – Peter- Indoor rowing in Canada- 5300kms almost rowed across Canada. March 9th in Blackfalds is rowing championship.

8. Community Services Director Report

Live barn is up and running in the Stadium. Will fix the net as it is blocking the view. This will be done in the off season. There are stickers and posters coming this week to promote live barn and give the community a code to save some money on the subscriptions. Arena will be open until March 10th and the stadium ice will stay in until the 3rd or 4th week of March. Wheelchair swings, Rotary was working on a playground & granting. Looking at \$60,000-\$100,000 to get swings up and going for resurfacing and ramps.

9. Arts and Culture Information

Pottery Guild – Wheel classes will be in April.

Allied Arts- Trevor Panzcek -Don Williams tribute is March 23,2024 at 7:30pm.

10. Round Table

Greg- March 15th, 2024 is Mayor's Breakfast at 7am at the United Church. \$20 per plate. Snow removal is in full force.

Peter- opened it up with the Rowing across Canada 24 local rowers, 174 km rowed, Ab was second highest in Canada, across Canada rowed the equivalent of 5300 km which is 200 km short of the total distance across Canada.

Stacey- 5250km of road in Verm County. 3500km maintained.

11. NEXT MEETING

The next meeting will be held Monday March 25th, 2024 at the Vermilion Town Hall at 5:30pm. It was decided that we would look into the time for the next meeting, as there are a few people who cannot make a 5:30 meeting.

12. ADJOURNMENT

Motion made that the agenda matters have concluded, the meeting adjourned at 6:45pm.

Moved by: Peter



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113944

February 29, 2024

Dear Chief Elected Officials:

I am writing to share information with you about *Budget 2024*, which my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance, has tabled in the Alberta Legislature. You will find below some details about *Budget 2024* that are most closely related to Alberta Municipal Affairs.

Budget 2024 is a responsible plan for a growing province that invests more than \$1 billion to build stronger communities across Alberta. Through these important investments, my ministry will continue to support local governments in providing fiscally responsible, collaborative, and accountable services to Albertans.

I am particularly excited about the Local Government Fiscal Framework (LGFF), which will deliver predictable capital infrastructure funding to municipalities and Metis Settlements across Alberta for many years to come. As we are all aware, the LGFF represents years of collaboration between the province and local governments, and the LGFF replaces the Municipal Sustainability Initiative (MSI) with a more sustainable model. We set the initial capital funding baseline for the LGFF at \$722 million to remain consistent with the average amount municipalities have received annually over the last three years of the MSI Capital program.

We now have a true partnership in place through the Revenue Index Factor, which will see municipal funding rise and fall at a one-to-one ratio that is based on changes in provincial revenue from three years prior. Our new framework will deliver the predictability and partnership that municipalities have long been asking for, and I would like to thank you once again for your input to the development of the LGFF to ensure it effectively supports communities and residents provincially. The MSI Operating program will continue as LGFF Operating funding and will provide \$60 million in 2024/25 to local governments to assist with your operational costs and help to respond to inflationary pressures. More information about the LGFF and the 2024 allocations can be found online.

Additionally, *Budget 2024* includes \$60 million over three years for the Local Growth and Sustainability Grant, a new grant to help relieve some of the pressures facing fast-growing communities. This new grant will help address acute infrastructure priorities and economic development opportunities. More details about the program will be shared with you later this year.

.../2

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

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- 2 -

As with previous years, our budget includes capital support through the federal Canada Community-Building Fund and Investing in Canada Infrastructure Program. We are also pleased to maintain the strong support we have for public libraries with more than \$33 million going towards operating grants for libraries across the province.

Budget 2024 puts Albertans and Alberta families first by investing in strong health care, a modern education system, and supports to keep life affordable. This budget also invests in safe and supportive communities in Alberta by managing our resources wisely.

I look forward to continuing our work together over this next year as we continue to build strong and vibrant communities that contribute to a stronger province and a brighter future for Albertans and their families.

Sincerely,



Ric McIver
Minister



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Hays

AR 113394

February 23, 2024

Mayor Gregory Thronndson
His Worship
Town of Vermilion
5021 49 Ave
Vermilion, AB T9X 1X1

Dear Mayor Thronndson:

Thank you for submitting your municipality's grant application under the 2024 Fire Services Training Program. I am pleased to inform you that the Town of Vermilion has been approved for a grant of \$6,629.00 to carry out training as outlined in the conditional grant agreement.

Through the Fire Services Training Program, the Government of Alberta provides \$500,000 amongst eligible fire departments to offset the cost of training their members.

The conditional grant agreement will be sent separately to your Chief Administrative Officer to obtain the appropriate signatures. Once the conditional grant agreement has been signed by Municipal Affairs, the grant funds will be distributed, and a final signed copy of the conditional grant agreement will be emailed to your municipality for your records.

Municipal Affairs will be working with the Alberta Fire Chiefs Association to review the grant evaluation criteria and approval process for potential enhancements in future years. If you have any questions regarding the grant process or the conditional grant agreement, please contact the Grants Coordinator at 1-866-421-6929, or firecomm@gov.ab.ca.

Thank you for your important work and dedication to the safety of individuals in your community.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver".

Ric McIver
Minister

cc: Garth Rowswell, MLA Vermilion-Lloydminster-Wainwright
Kevin Lucas, Chief Administrative Officer
Anton Krysa, Fire Chief

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

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

February 21, 2024

Royal Canadian Legion Branch #11
Attn: Gary Zayac
5144 Railway Avenue
Vermilion, AB T9X 1N1

To Whom It May Concern:

On behalf of the Town of Vermilion, it gives me great pleasure to provide this letter of support for the Royal Canadian Legion, Branch #11 application for funding to complete part 2 of the renovation at the Soldiers Plot area in the Vermilion Public Cemetery.

The renovation will include landscaping, general fill, concrete walkway and memorial signage.

The Town of Vermilion owns and is responsible for the public cemetery and will continue to maintain the site and any improvements made. In the past years, we have made significant improvements to the facility and welcome the opportunity to work with local groups like the Royal Canadian Legion to honor our military.

It is our hope you will view this project as worthy and support the application.

Sincerely,

Mayor Greg Thronson
Town of Vermilion

Cc: KL, AW



Regular Council Meeting Agenda

February 27, 2024, 9:00 AM
Council Chambers/VIA ZOOM Webinar
4912 50 Ave
Kitscoty, Alberta, Canada

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

Motion Number:

THAT the County of Vermilion River approve the February 27, 2024 Regular Council Meeting Agenda as presented.

- 5. ADOPTION OF MINUTES**

5.a REGULAR COUNCIL MEETING - FEBRUARY 13, 2024

Motion Number:

THAT the County of Vermilion River approve the February 13, 2024 Regular Council Meeting Minutes as presented.

5.b POLICY & PRIORITY COMMITTEE MEETING - FEBRUARY 20, 2024

Motion Number:

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

- 6. APPOINTMENTS**

AGENDA ITEM #9.4.

- 6.a 9:05 AM ONION LAKE RCMP DETATCHMENT ACTION PLAN - SGT. JEFFREY CARTER**

Motion Number:

THAT the County of Vermilion River receive the Onion Lake RCMP Detachment Action Plan as presented.

7. BUSINESS ARISING OUT OF PRIOR MEETINGS

- 7.a RMA GOLF TOURNAMENT 2024**

Motion Number:

THAT the County of Vermilion set the RMA District 5 Golf Tournament fees at \$125.00 and any profits from the golf tournament be donated to Emergency Services to be divided into the eight fire departments within the County of Vermilion.

7.b TAX ARREARS PROPERTIES NOT SOLD AT AUCTION**Motion Number:**

THAT the County of Vermilion River pursuant to Section 424(1) of the Municipal Government Act, acquire title and become owner of the following properties.

SR #	Lot	Block	Plan	C of T
1)	11	6	8023039	162268028
2)	20	7	8931S	172184952
3)	10	9	1582HW	142055125
4)	29,30	6	8931S	062518668

Motion Number:

THAT the County of Vermilion River Direct Administration to sell the acquired properties through advertisement by the Development Officer.

Motion Number:

THAT the County of Vermilion River do not acquire title and become owner of the following properties.

SR#	Lot	Block	Plan	C of T
1)	6	10	8322367	072717498
2)	1		8120010	052519361

7.c BUFFALO TRAIL PUBLIC SCHOOLS JOINT USE AND PLANNING AGREEMENT – MOTION REQUIRED**Motion Number:**

THAT the County of Vermilion River receive the revised Joint Use and Planning Agreement from Buffalo Trail Public Schools as outlined in the Summary of Changes as information.

7.d OFF-SITE LEVY INCENTIVES – MOTION REQUIRED**Motion Number:**

THAT the County of Vermilion River approve Option 4, being 50 per cent reduction to provide an incentive for developers in the off-site levy areas – Basin 1 and 2 as identified in Bylaw 12-04 up until a new bylaw is passed by Council.

7.e RCMP – ANNUAL PERFORMANCE PLAN 2024

Motion Number:

THAT the County of Vermilion River set the following Kitscoty, Vermilion and Onion Lake RCMP priorities for 2024 and direct the CAO to send letters to each of the RCMP Detachments.

1. Rural Crime Reduction - prolific offenders
2. Community involvement
3. Visible presence in communities in rural areas

8. COUNCIL NEW BUSINESS

8.a CHIEF ADMINISTRATIVE OFFICER REPORT

COUNCIL MEETING AND EVENTS CALENDARS AND COUNCIL TRACKER REPORT

Motion Number:

THAT the County of Vermilion River receive the Council meeting and events calendars and Council Tracker Report as information.

8.b FINANCE

JANUARY 2024 FINANCIAL REPORT

Motion Number:

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

Request for Information

8.c PUBLIC WORKS AND UTILITIES

2024 PURCHASE OF TANDEM AXLE TRACTORS AND TRIDEM CROSS GATE TRAILER- MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River approve the purchase of two (2) new 2025 Tandem Axle Tractors from _____ for \$_____ plus, GST for each and one (1) new 2025 Tridem Cross Gate Trailer from _____ for \$_____ plus, GST as recommended by Public Works, to be purchased with funds from the Local Government Fiscal Framework (LGFF) funding.

CONCERN TRACKER REPORTS

Motion Number:

THAT the County of Vermilion River receive the current Concern Tracker Report for February 7, 2024, to February 20, 2024, and the Active and In-Progress Concern Tracker Report up to February 6, 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

APPOINTMENT OF FIRE GUARDIANS 2024

Motion Number:

THAT the County of Vermilion River Council approve the appointment(s) of: Council, the Chief Administrative Officer (CAO), Director of Protective Services Kirk Hughes, Protective Services Clerk Jolene Levesque, Peace Officers Christopher Garner and John Prockiw, as Fire Guardians as laid out in the *Forest & Prairie Protection Act* (Alberta) and *Fire Bylaw #23-15*.

Request for Information

8.g PLANNING AND COMMUNITY SERVICES

Request for Information

8.h GENERAL ADMINISTRATION

**LETTER OF SUPPORT REQUEST - FOCUS COUNTY CIRCUIT
TRANSPORTATION PROGRAM**

Motion Number:

THAT the County of Vermilion River direct Administration to provide a letter of support to the FOCUS Society for Support Services to access funding from the Federal Rural Transit Solutions Fund for a County Circuit Transportation Program.

Request for Information

9. POLICIES

9.a AG 005 COYOTE PREDATION MANAGEMENT POLICY UPDATE – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River approve the updated AG 005 Coyote Predation Management Policy as presented.

9.b AG 006 AGRICULTURAL PEST AND NUISANCE CONTROL POLICY UPDATE – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River approve the updated AG 006 Agricultural Pest and Nuisance Control Policy as presented.

9.c RESCIND POLICY AG 013 FUSARIUM GRAMINEARUM MANAGEMENT PLAN – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River rescind Policy AG 013 Fusarium Graminearum Management Plan.

9.d POLICY PD 021 – COMMUNITY ENHANCEMENT FUNDING – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River approve Policy PD 021 – Community Enhancement Funding as presented.

9.e PD 023 – DRAFT ROAD CLOSURE POLICY – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River approve Policy PD 023 – Draft Road Closure Policy as presented.

9.f PERSONNEL POLICY PE012 VACATION ENTITLEMENT

Motion Number:

THAT the County of Vermilion River approve Personnel Policy PE012 Vacation Entitlement, as presented, effective February 27, 2024.

10. BYLAWS

10.a REPEAL OF BYLAW 501 CONCERNING COYOTE BOUNTY – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River give First Reading to repeal Bylaw 501 Concerning Coyote Bounty.

Motion Number:

THAT the County of Vermilion River give Second Reading to repeal Bylaw 501 Concerning Coyote Bounty.

Motion Number:

THAT the County of Vermilion River Introduce for Third and Final Reading to repeal Bylaw 501 Concerning Coyote Bounty.

Motion Number:

THAT the County of Vermilion River give Third and Final Reading to repeal Bylaw 501 Concerning Coyote Bounty.

10.b PUBLIC SAFETY BYLAW 23-16

Motion Number:

THAT the County of Vermilion River give First Reading to Bylaw 23-16, being a bylaw to establish regulations and measures for enhancing public safety within the County.

Motion Number:

THAT the County of Vermilion River give Second Reading to Bylaw 23-16, being a bylaw to establish regulations and measures for enhancing public safety within the County.

Motion Number:

THAT the County of Vermilion River Introduce for Third and Final Reading to Bylaw 23-16, being a bylaw to establish regulations and measures for enhancing public safety within the County.

Motion Number:

THAT the County of Vermilion River give Third and Final Reading to Bylaw 23-16, being a bylaw to establish regulations and measures for enhancing public safety within the County.

10.c BYLAW 24-02 AGGRESSIVE DOG

Motion Number:

THAT the County of Vermilion River give First Reading for Bylaw 24-02 Aggressive Dog being a bylaw for the purpose of regulating and controlling aggressive dogs.

Motion Number:

THAT the County of Vermilion River give Second Reading for Bylaw 24-02 Aggressive Dog being a bylaw for the purpose of regulating and controlling aggressive dogs.

Motion Number:

THAT the County of Vermilion River Introduce for Third and Final Reading for Bylaw 24-02 Aggressive Dog being a bylaw for the purpose of regulating and controlling aggressive dogs.

Motion Number:

THAT the County of Vermilion River give Third and Final Reading for Bylaw 24-02 Aggressive Dog being a bylaw for the purpose of regulating and controlling aggressive dogs.

11. NOTICES OF MOTION

12. COUNCIL REPORTS

13. CLOSED SESSION - CONFIDENTIAL

Recommendation:

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

13.a DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS - LLOYDMINSTER REGION HOUSING GROUP - FOIP SECTION 21(1)(a)(ii)

13.b DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS - LLOYDMINSTER ICF - FOIP SECTION 21(1)(a)(ii)

13.c DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS - VERMILION ICF - FOIP SECTION 21(1)(a)(ii)

14. RETURN TO OPEN SESSION

Recommendation:

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

15. BUSINESS ARISING OUT OF CLOSED SESSION
16. ADJOURNMENT



Meeting Minutes

Regular Council Meeting

February 13, 2024, 9:00 AM

Council Chambers/VIA ZOOM Webinar

4912 50 Ave

Kitscoty, Alberta, Canada

Attendance

Reeve Marty Baker
Deputy Reeve Leslie Cusack entered at 9:00 AM via ZOOM
Councillor Dale Swyripa
Councillor Stacey Hryciuk
Councillor George Kuneff
Councillor Jason Stelmaschuk entered at 9:00 AM via ZOOM
Councillor Clinton Murray

Staff Present

CAO Alan Parkin
Executive Assistant Susan Hodges Marlowe
Director of Protective Services Kirk Hughes
Director of Agriculture and Environment Cathie Erichsen Arychuk
Director of Corporate Services Viren Tailor
Director of Planning and Community Services Roger Garnett
Operations Manager Darrell Denis
Finance Manager Natasha Wobeser
Finance Nancy Miciak
Information Technologist Jaime Petty
Community Development/FCSS Candice McLean
Safety Chris Neureuter
Payroll Administrator/Insurance Pauline Ulliac
Tax and Assessment Administrator Alyssa Irvine
Planning and Community Services Administrative Assistant
Andrea Neufeld

Public Works Administrative Assistant Holli Harty
Public Works Administrative Assistant Karri Shurnaik
Protective Services Administrative Assistant Jolene Levesque

1. CALL TO ORDER

Reeve M. Baker called the February 13, 2024 Regular Council Meeting to order at 9:00 AM with all members in attendance.

This meeting was open to the public in person or via ZOOM webinar registration with three members of the public registered to attend, Lorne Jesse, Janice Jackson and the Kitscoty Grade 6 Class and Darlene Bensmiller

2. OPENING INSPIRATION - DEPUTY REEVE LESLIE CUSACK

Deputy Reeve Leslie Cusack provided an opening inspiration to the February 13, 2024 Regular Council Meeting.

3. ADDITIONS TO AGENDA

7.h.6 Meeting request from County of Two Hills and Minburn County
7.g Blackfoot Playground Insurance
7.c Snow plow grading for churches and halls

4. ADOPTION OF AGENDA

Motion Number: 2024-02-01

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River approve the February 13, 2024 Regular Council Meeting Agenda as amended to include the following:

7.h.6 Meeting request from County of Two Hills and Minburn County
7.g Blackfoot Playground Insurance
7.c Snow plow grading for churches and halls

CARRIED

5. ADOPTION OF MINUTES

5.a REGULAR COUNCIL MEETING - JANUARY 30, 2024

Motion Number: 2024-02-02

Moved by Councillor G. Kuneff

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

6. APPOINTMENTS

6.a 9:05 KITSCOTY RCMP QUARTERLY REPORT - CPL BRIAN WEISBROD

Motion Number: 2024-02-03

Moved by Councillor D. Swyripa

THAT the County of Vermilion River receive the Kitscoty RCMP Quarterly Report as information.

CARRIED

6.b 9:25 AM VERMILION RCMP QUARTERLY REPORT - SGT. COREY BUCKINGHAM

Motion Number: 2024-02-04

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River receive the Vermilion RCMP Quarterly report as information.

CARRIED

7. COUNCIL NEW BUSINESS

7.a CHIEF ADMINISTRATIVE OFFICER REPORT

1. CAO REPORT JANUARY

Motion Number: 2024-02-05

Moved by Councillor G. Kuneff

THAT the County of Vermilion River approve the Chief Administrative Officer January report as presented.

CARRIED

2. COUNCIL MEETING AND EVENTS CALENDARS AND COUNCIL TRACKER REPORT

Motion Number: 2024-02-06

Moved by Councillor S. Hryciuk

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

CARRIED

Motion Number: 2024-02-07

Moved by Councillor G. Kuneff

THAT the County of Vermilion River schedule a Regular Meeting of Council on March 12, 2024.

CARRIED

7.b FINANCE

1. Request for Information

7.c PUBLIC WORKS AND UTILITIES

1. COUNTY OF VERMILION RIVER 2023 QUALIFICATION MAINTENANCE AUDIT

Motion Number: 2024-02-08

Moved by Councillor D. Swyripa

THAT the County of Vermilion River receive the 2023 Qualification Maintenance Audit as information.

CARRIED

Teacher Janice Jackson and her Grade 6 class entered the meeting via zoom at 10:00 AM.

2. CONCERN TRACKER REPORTS

Motion Number: 2024-02-09

Moved by Councillor D. Swyripa

THAT the County of Vermilion River receive the current Concern Tracker Report for January 24, 2024, to February 6, 2024, and the Active and In-Progress Concern Tracker Report up to January 23, 2024, for information.

CARRIED

3. SNOW PLOW GRADING FOR CHURCHES AND HALLS

4. Request for Information

RECESS – THAT the County of Vermilion River Policy and Priorities Committee Meeting recess at 10:35 AM and reconvened at 10:46 AM with all members in attendance.

7.d NATURAL GAS UTILITY

1. Request for Information

7.e AGRICULTURE AND ENVIRONMENT

1. Request for Information

7.f PROTECTIVE SERVICES

1. Request for Information

7.g PLANNING AND COMMUNITY SERVICES

1. PLANNING & COMMUNITY SERVICES 2023 YEAR-END DEPARTMENT REPORT – FOR INFORMATION

Motion Number: 2024-02-10

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River receive the Planning and Community Services 2023 Year-End Department Report for information.

CARRIED

Darlene Bensmiller entered the meeting at 11:02 AM via ZOOM Webinar.

2. BLACKFOOT PLAYGROUND INSURANCE - LIONS CLUB

3. Request for Information

7.h GENERAL ADMINISTRATION

1. COUNTY OF VERMILION RIVER PARADE FLOAT – STUDIO Y CREATIONS

Motion Number: 2024-02-11

Moved by Councillor C. Murray

THAT the County of Vermilion River direct Administration to bring back further options.

CARRIED

H. Harty left the meeting at 11:13 AM.

2. MEETING WITH MINISTER OF TRANSPORTATION AT SPRING RMA

Motion Number: 2024-02-00

Moved by Councillor C. Murray

THAT the County of Vermilion River meet with the Minister of Transportation and Economic Corridors at the Spring Rural Municipalities of Alberta Convention and discuss the following seven topics: 1. Hwy. 16 - RR 63, RR70 and RR73, 2. Kitscoty Intersection at Hwy. 16 and Hwy. 897, 3. Flashing Lights placed at Hwy. 16 and RR 62, 4. Lea Park Bridge, 5. TWP 510 take over, 6. RR 21 and Hwy. 16 (Blackfoot) lighting and 7. Provincial Highway maintenance in general.

CARRIED

3. RMA REGIONAL VISIT - MAY 9, 2024

Motion Number: 2024-02-13

Moved by Councillor D. Swyripa

THAT the County of Vermilion River receive the Rural Municipalities of Alberta request for an appointment on May 9, 2024 as information and direct Administration confirm the date.

CARRIED

4. VILLAGES AND HAMLET FEBRUARY NEWSLETTERS

Motion Number: 2024-02-14

Moved by Deputy Reeve L. Cusack

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

CARRIED

5. CORRESPONDENCE

- * Lloydminster and District Health Advisory Meeting Minutes
- * Vermilion Library 20231206 minutes
- * VRRRA 2024-01-18 Meeting Package
- * VRRRA Appendix A Terms of Reference Per Capita Fees
- * AB HUB Board draft minutes Feb. 6, 2024
- * AB HUB meeting minutes Jan. 17, 2024
- * Funding Letter to AB HUB 2024-25

Motion Number: 2024-02-15

Moved by Councillor S. Hryciuk

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

- * Lloydminster and District Health Advisory Meeting Minutes
- * Vermilion Library 20231206 minutes
- * VRRRA 2024-01-18 Meeting Package
- * VRRRA Appendix A Terms of Reference Per Capita Fees
- * AB HUB Board draft minutes Feb. 6, 2024
- * AB HUB meeting minutes Jan. 17, 2024
- * Funding Letter to AB HUB 2024-25

CARRIED

Motion Number: 2024-02-016

Moved by Councillor C. Murray

THAT the County of Vermilion River approve the purchase of two tickets to the Lloydminster and District Health Gala for the CAO and guest.

CARRIED

6. MEETING REQUEST FROM COUNTY OF TWO HILLS AND MINBURN COUNTY

7. Request for Information

8. NOTICES OF MOTION

9. COUNCIL REPORTS

Councillor G. Kuneff – Vermilion Physician Recruitment and Retention Committee.

Councillor D. Swyripa – FED GAS Business Strategy

Councillor C. Murray – Marwayne Playground Fundraiser, Lloydminster and District Housing Group.

Reeve M. Baker – Blackfoot Open Wastewater Open House.

Councillor S. Hryciuk – Vermilion and District Housing Foundation, Buffalo Coulee Perogy supper, County of Vermilion River Fire Fighter Ball.

Councillor J. Stelmaschuk – Vermilion and District Chamber of Commerce, Lloydminster Regional Housing Group, Presentation to Kitscoty Grade 6 Class, Judge at the Kitscoty 4-H Beef Club Public Speaking.

Deputy Reeve Leslie Cusack – Virtual meeting with Honourable Schultz, Presentation to Kitscoty Grade 6 Class, Northern Lights Library Executive Meeting.

RECESS – THAT the County of Vermilion River Policy and Priorities Committee Meeting recess at 11:56 for lunch and reconvened at 12:35 PM with all members in attendance.

Returning to meeting A. Irvine, A. Neufeld, C. McLean, K. Shurniak, L. Jessie, N. Miciak, T. Priduchney, D. Denis and K. Hughes.

10. CLOSED SESSION - CONFIDENTIAL

Motion Number: 2024-02-17

Moved by Councillor C. Murray

THAT the County of Vermilion River Regular Meeting of Council move to a Closed Session at 12:36 PM with all members in attendance.

CARRIED

RECESS from 12:36 PM to clear the ZOOM Webinar attendants and reconvened at 12:38 PM with all members in attendance. CAO Alan Parkin remained in the meeting.

10.a DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS - LLOYDMINSTER REGION HOUSING GROUP - FOIP SECTION 21(1)(ii)

Councillor C. Murray left the meeting at 1:43 PM and returned at 1:44 PM.

10.b DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS - LLOYDMINSTER ILC - FOIP SECTION 21(1)(ii)

11. RETURN TO OPEN SESSION

Motion Number: 2024-02-18

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River Regular Meeting of Council return to Open Session at 1:52 PM with all members in attendance.

CARRIED

RECESS from 1:52 PM to notify ZOOM Webinar attendants that the meeting was back in Open Session and reconvened at 1:56 PM with all members in attendance.

12. BUSINESS ARISING OUT OF CLOSED SESSION

13. ADJOURNMENT

Reeve M. Baker adjourned the February 13, 2024 Regular Council Meeting at 1:56 PM with all members in attendance.

Marty Baker, Reeve

Alan Parkin, Chief Administrative Officer



Regular Council Meeting Agenda

January 30, 2024, 9:00 AM

Council Chambers

4912 - 50 Avenue

Kitscoty Alberta, Canada

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

Motion Number:

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

- 5. ADOPTION OF MINUTES**

5.a REGULAR COUNCIL MEETING - JANUARY 9, 2024

Motion Number:

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

5.b POLICY & PRIORITY COMMITTEE MEETING - JANUARY 16, 2024

Motion Number:

THAT the County of Vermilion River approve the January 16, 2024 Policy and Priorities Committee Meeting Minutes as presented.

- 6. APPOINTMENTS**

AGENDA ITEM #9.6.

6.a 9:05 - ONION LAKE RCMP QUARTERLY REPORT - SGT. JEFF CARTER

Motion Number:

THAT the County of Vermilion River receive the Onion Lake RCMP reports as information.

6.b 9:35 AM - BATTLE RIVER WATERSHED ALLIANCE - SARAH SKINNER

7. BUSINESS ARISING OUT OF PRIOR MEETINGS

7.a COMPLIANCE – THE WAY AHEAD 2024

Motion Number:

THAT the County of Vermilion River approve the Compliance – The Way Ahead 2024 plan.

8. COUNCIL NEW BUSINESS

8.a CHIEF ADMINISTRATIVE OFFICER REPORT

COUNCIL TRACKER REPORT, COUNCIL MEETING AND EVENTS CALENDARS

Motion Number:

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

8.b FINANCE

DECEMBER 2023 FINANCIAL REPORT

Motion Number:

THAT the County of Vermilion River approve the December 2023 Financial Reports 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 Ritchie Bros. Auctioneers to proceed with the sale of three (3) graders for \$420,000.00 gross guaranteed minimum less 10 per cent sales commission. If the units sell over the gross guaranteed minimum, the overage will be shared. Ninety (90) per cent will go to the County of Vermilion River and 10 per cent sales commission will go to Ritchie Bros. Auctioneers.

CONCERN TRACKER REPORTS

Motion Number:

THAT the County of Vermilion River Receive the current Concern Tracker Report for January 3, 2024 to January 23, 2024 and the Active and In-Progress Concern Tracker Report up to January 2, 204 for information.

Request for Information

8.d NATURAL GAS UTILITY

2024 QUALITY MANAGEMENT PLAN – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River adopt the 2024 Quality Management Plan set out by Rural Utilities as presented.

Request for Information

8.e AGRICULTURE AND ENVIRONMENT

APPOINTMENT OF AGRICULTURAL PEST ACT APPEAL COMMITTEE FOR 2024 – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River appoint Reeve Marty Baker, Councillor Jason Stelmaschuk, and Councillor Clinton Murray as the County representatives and James Oberhofer, Garth George and Devin Lawrence as the two and an alternate public members-at-large for the Agricultural Pest Act Appeal Committee for 2024.

AGENDA ITEM #9.6.

APPOINTMENT OF WEED CONTROL ACT APPEAL COMMITTEE FOR 2024 – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River appoint Garth George, James Oberhofer, and Devin Lawrence as public members-at-large on the Weed Control Act Appeal Committee for 2024.

CONSULTANT AGREEMENT WITH ALUS CANADA TO PROVIDE RALP PROGRAM ACCESS LIAISON SERVICES – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River accept the PAL Consultant Agreement with ALUS Canada as information.

Motion Number:

THAT the County of Vermilion River direct the Reeve and CAO to sign the PAL Consultant agreement with ALUS Canada.

Request for Information

8.f PROTECTIVE SERVICES

2023 COUNTY FIRE SERVICE – ANNUAL REPORT

Motion Number:

THAT the County of Vermilion River accept the 2023 County Fire Service – Annual Report as information.

PEACE OFFICER – END OF YEAR REPORT 2023

Motion Number:

THAT the County of Vermilion River accept the Peace Officer – End of Year Report 2023 for information.

Request for Information

8.g PLANNING AND COMMUNITY SERVICES

ROAD CLOSURE REQUEST OF A PORTION OF ROAD PLAN 3042AU – FOR INFORMATION

Motion Number:

THAT the County of Vermilion River receive the Road Closure Request for Information

2023 OFF-SITE LEVY REPORT – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River approve the Off-Site Levy Report as presented.

Motion Number:

THAT the County of Vermilion River accept the Reinhart Industrial Park Development Plan as information.

Request for Information

8.h GENERAL ADMINISTRATION

COUNTY OF VERMILION RIVER ADMINISTRATION BUILDING RENOVATION

Motion Number:

THAT the County of Vermilion River direct Administration to add the renovation of the Administration Office Building into the 2024 and 2025 budget with a total budget not to exceed \$5 million, to be funded \$4.2 Million from Facilities Reserve and \$0.8 from 2024 Province of Alberta Local Government Fiscal Framework funding.

Motion Number:

THAT the County of Vermilion River direct Administration to prepare a Request for Proposal for a Construction Manager in regard to the renovation of the Administration Office building.

SPECIAL MEETING OF COUNCIL - BUDGET

Motion Number:

THAT the County of Vermilion River set two Special Meeting of Council Budget meeting dates of _____ and _____.

FCM REGISTRATION

Motion Number:

THAT the County of Vermilion River approve the following members of Council _____ and _____ to attend the FCM Conference in Calgary.

VERMILION RIVER REGIONAL ALLIANCE

Motion Number:

THAT the County of Vermilion River receive the Vermilion River Regional Alliance AGM agenda, budget, meeting notes and Go East Ad as information.

CORRESPONDENCE

Motion Number:

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

AB HUB minutes

Letter Commanding Officer RCMP

Firefighter Ball Invitation

2023.12.04 Letter to Reeve Guyon

2024.01.02 Guilbeault REPY - Guyon

Funding letter to AB HUB

Request for Information

9. POLICIES

9.a AG 003 GRASSHOPPER CONTROL POLICY UPDATE - MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River approve the updated AG 003 Grasshopper Control Policy as presented.

9.b POLICY AG 015 CONTROL OF CLUBROOT DISEASE POLICY UPDATE – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River approve the updated AG 015 Control of Clubroot Disease Policy as presented.

9.c POLICY FI 006 CREDIT CARD

Motion Number:

THAT the County of Vermilion River approve Policy FI 006 Credit Card policy as amended, effective January 30, 2024.

AGENDA ITEM #9.6.

9.d POLICY PD 012 – MUNICIPAL RESERVE POLICY – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River approve Policy PD 012 – Municipal Reserve Policy as presented.

9.e POLICY PS 009 – COMMUNITY PEACE OFFICERS

Motion Number:

THAT the County of Vermilion River approve Policy PS 009 Community Peace Officers as presented.

Motion Number:

THAT the County of Vermilion River rescind Policies PS-E 001 Community Peace Officers and PS-E Community Peace Officers Standard Operating Procedures.

10. BYLAWS

10.a BYLAW 23-17 - BYLAW ENFORCEMENT OFFICER POWERS AND DUTIES

Motion Number:

THAT the County of Vermilion River give First Reading to Bylaw 23-17, being a bylaw to establish the powers and duties of Bylaw Enforcement Officers.

Motion Number:

THAT the County of Vermilion River give Second Reading to Bylaw 23-17, being a bylaw to establish the powers and duties of Bylaw Enforcement Officers.

Motion Number:

THAT the County of Vermilion River introduce for Third and Final Reading to Bylaw 23-17, being a bylaw to establish the powers and duties of Bylaw Enforcement Officers.

Motion Number:

THAT the County of Vermilion River give Third and Final Reading to Bylaw 23-17, being a bylaw to establish the powers and duties of Bylaw Enforcement Officers.

**10.b BYLAW 24-01 SCALE OF FEES FOR WATER AND SEWER UTILITIES
AMENDMENT TO SCHEDULE A**

Motion Number:

THAT the County of Vermilion River give First Reading to Bylaw 24-01, a Bylaw to amend (Bylaw 21-22) Scale of Fees for Water and Sewer Utilities amendment to Schedule A – Monthly Billing Connected to Ace Water.

Motion Number:

THAT the County of Vermilion River give Second Reading to Bylaw 24-01, a Bylaw to amend (Bylaw 21-22) Scale of Fees for Water and Sewer Utilities amendment to Schedule A – Monthly Billing Connected to Ace Water.

Motion Number:

THAT the County of Vermilion River introduce for Third and Final Reading to Bylaw 24-01, a Bylaw to amend (Bylaw 21-22) Scale of Fees for Water and Sewer Utilities amendment to Schedule A – Monthly Billing Connected to Ace Water.

Motion Number:

THAT the County of Vermilion River give Third and Final Reading to Bylaw 24-01, a Bylaw to amend (Bylaw 21-22) Scale of Fees for Water and Sewer Utilities amendment to Schedule A – Monthly Billing Connected to Ace Water.

11. DISPOSITION OF APPOINTMENT BUSINESS

11.a BATTLE RIVER WATERSHED ALLIANCE

Motion Number:

THAT the County of Vermilion River accept the Battle River Watershed Alliance report as information.

12. NOTICES OF MOTION

13. COUNCIL REPORTS

14. CLOSED SESSION - CONFIDENTIAL

Motion Number:

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

**14.a CONFIDENTIAL EVALUATIONS - ASSISTANT CAO UPDATE - FOIP SECTION
19(1)**

15. 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.

16. BUSINESS ARISING OUT OF CLOSED SESSION

17. ADJOURNMENT