

1 Call Meeting to Order**2 Adoption of Agenda**

2018-11-01

Moved By: Councillor Rudyk

That the Agenda of the Regular Meeting of Town Council held on November 14, 2018 be adopted.

CARRIED**3 Adoption of Minutes****3.1 Organizational Meeting - October 22, 2018**

2018-11-02

Moved By: Councillor Waters

That the Minutes of the Organizational Meeting of Town Council held on October 22, 2018 be received and filed.

CARRIED**3.2 Regular Town Council - October 22, 2018**

2018-11-03

Moved By: Councillor Berry

That the Minutes of the Regular Meeting of Town Council held on October 22, 2018 be received and filed.

CARRIED**4 Delegation****4.1 7:00 PM Fire Service Medal Presentation****4.1.1 Presentations by MLA Jessica Littlewood, Mayor Tim MacPhee and Don Rosland**

MLA Jessica Littlewood attended the meeting as a delegation to present the Town of Vegreville Fire Service Medals to the Firefighters.

The Firefighters left the meeting at 7:16 p.m.

5 Correspondence**5.1 Honourable Shaye Anderson, Minister of Municipal Affairs - Gas Tax Funding Grant Allocations**

2018-11-04

Moved By: Councillor Lemko

That the correspondence dated October 22, 2018 from Honourable Shaye Anderson, Minister of Municipal Affairs, be received and filed.

Correction on letter confirmed with Municipal Affairs Department is that the grant amounts listed in the letter are reversed, but are correct in their system. Laneway Stormwater Upgrades are for \$196,945 and the Pave Shale Walking Trail is for \$45,000.

The Government of Alberta is committed to working with municipalities to make life better for Albertans. By providing stable, predictable funding to our municipal partners, we continue to ensure you have the resources needed to meet your local infrastructure priorities and strengthen the communities you call home. Alberta is partnering with the Government of Canada to provide Gas Tax Fund (GTF) funding to assist with building strong, safe, and resilient communities.

I am pleased to accept the following qualifying projects submitted by your municipality under the GTF program.

Project#	Project Name	GTF Funding
GTF-70	Laneway Stormwater upgrades	\$45,000
GTF-69	Pave shale walking trail	\$196,945

CARRIED

6 Financial

7 Memoranda

7.1 Dale Lefebvre, Infrastructure, Planning & Development Director - Subdivision Application File No. 18-VEG-003

2018-11-05

Moved By: Councillor Waters

That Town Council review the List of Requirements form for Subdivision Application File No. 18-VEG-003, and that approval be given to the Subdivision Authority to proceed with this application.

BACKGROUND

On November 1, 2018, the Infrastructure, Planning & Development Department received an application to terminate the current Condominium Corporation 112-0844 and subdivide the lands into a four (4)-unit bare land condominium plan. Currently the "units" are the physical building with the common property being all of the vacant land within Plan No. 112-0844. The new subdivision will create four (4) units that encompass the individual parking lots as well and the only common property will be the access road.

The Condominium Property Act

Implied easements and restrictions

24(1) Easements or restrictions implied or created by this Act or the bylaws take effect and are enforceable

(a) without any memorial or notification on that part of the register constituting titles to the dominant or servient tenements, and

(b) without any express indication of those tenements

(2) All ancillary rights and obligations reasonably necessary to make easements effective apply in respect of easements implied by this Act, including the right of an owner of a dominant tenement to enter a servient tenement and replace, renew or restore anything that the dominant tenement is entitled to benefit from.

The above excerpt from the Condominium Property Act confirms that the existing utilities that will be encompassed within any single unit created within the new plan will have implied easement and access for the Condominium Corporation as a whole.

The developer is aware that the utilities within the property are and will remain the responsibility of the Condominium Corporation, and that they are a private entity from the Town's utilities.

CARRIED

7.2 Cliff Craig, Town Manager - Revise Policy FIN-6003 Council Remuneration Policy

208-11-06

Moved By: Councillor Berry

That Town Council accept the recommendations from the Council Remuneration Committee and approve the revised Policy FIN-6004 Council Remuneration Policy effective January 1, 2019.

BACKGROUND

On October 29, 2018, the Council Remuneration Committee met and reviewed Policy FIN-6003 Council Remuneration Policy.

The Committee is recommending the following changes to Policy FIN-6003:

2.5 **Webinar** means a seminar or other presentation that takes place on the Internet, allowing participants in different locations to see and hear the presenter. For the purposes of this Policy, participation in a webinar is equivalent to an In Town Meeting.

Schedule 'A'

Mayor	Jan 1 to Dec 31, 2019	\$4,250.00 per month	Includes all In Town Meetings
	Jan 1 to Dec 31, 2020	\$4,250.00 per month	Includes all In Town Meetings
	Jan 1 to Dec 31, 2021	\$4,250.00 per month	Includes all In Town Meetings
	Jan 1 to Dec 31, 2022	\$4,250.00 per month	Includes all In Town Meetings

Councillor	Jan 1 to Dec 31, 2019	\$1,500.00
	Jan 1 to Dec 31, 2020	\$1,500.00
	Jan 1 to Dec 31, 2021	\$1,500.00
	Jan 1 to Dec 31, 2022	\$1,500.00

The Committee was informed that Canada Revenue Agency will be eliminating the one-third tax exemption on elected official's earnings effective January 1, 2019. The loss of this exemption will approximate an increase of Income Tax payable as follows:

Mayor	\$ 4,200 per year	[\$ 350 per month]
Councillor	\$ 2,520 per year	[\$ 210 per month]

The Committee proposed the following changes in Honorariums:

Mayor increase of \$500.00 per month from \$3,750.00 to \$4,250.00
To include all In Town meetings

Councillor increase of \$300.00 per month from \$1,200.00 to \$1,500.00

There was no proposed changes to the In Town and Out of Town meeting rates.

The proposed changes are effective January 1, 2019 to December 31, 2022.

[Vehicle Mileage – change Policy 2016-08 to FIN-6002]

RRSP/TSFA Add: Each member of Council is to ensure that their individual contributions do not exceed the maximum allowable as determined by Canada Revenue Agency.

All other rates remain the same.

COMMUNICATION STRATEGY

The revised Policy FIN-6003 will be forwarded to members of Council and Senior Management. The Policy will be accessible on the shared 'V' drive and posted on the Town of Vegreville Website.

CARRIED UNANIMOUSLY

7.3 Cliff Craig, Town Manager - Revise Policy FIN-6002 Travel and Expense Policy
2018-11-07

Moved By: Councillor Brodziak

That Town Council accept the recommendations from the Council Remuneration Committee and approve the revised Policy FIN-6002 Travel and Expense Policy effective January 1, 2019.

BACKGROUND

On October 29, 2018, the Council Remuneration Committee met and reviewed Policy FIN-6002 Travel and Expense Policy.

The Committee is recommending the following changes to Policy FIN-6002:

2.3 Councillors/Committee/Board members and employees shall be reimbursed for mileage at the rate of \$0.51 per kilometer. The mileage rate is to be consistent with the current Government of Alberta Travel, Meals and Hospitality Expenses Policy. [The current GoA Travel, Meals and Hospitality Expenses Policy was approved in November 2015.]

3.1 Councillors/Committee/Board members and employees shall be reimbursed for meals at the following rates should they not have a receipt:

Breakfast	\$12.00
Lunch	\$14.00
Supper	\$20.00

3.2 Should the cost of a meal exceed the amount listed in Section 3.1, an original receipt must be provided for reimbursement. Meal recipes will be paid for actual costs up to the maximum meal allowance as per the following rates:

Breakfast	\$24.00
Lunch	\$28.00
Supper	\$40.00

COMMUNICATION STRATEGY

The revised Policy FIN-6002 will be forwarded to members of Council and Senior Management. The Policy will be accessible on the shared 'V' drive and posted on the Town of Vegreville Website.

CARRIED

7.4 Cliff Craig, Town Manager - Revise Policy FIN-6004 Council Professional Development Policy 2018-11-08

Moved By: Councillor Lemko

That Town Council accept the recommendations from the Council Remuneration Committee and approve the revised Policy FIN-6004 Council Professional Development Policy effective January 1, 2019.

BACKGROUND

On October 29, 2018, the Council Remuneration Committee met and reviewed Policy FIN-6004 Council Professional Development Policy.

The Committee is recommending the following changes to Policy FIN-6004:

2.0 Conferences, workshops, seminars and educational opportunities include, but are not limited to, the following:

- Alberta Urban Municipalities Association (AUMA)
- Federation of Canadian Municipalities (FCM)
- Elected Officials Education Program (EOEP)
- Other conferences, workshops, seminars, webinars and educational opportunities relevant to professional development related to Town business in the capacity as an elected official.

3.5 The Town will pay/reimburse the reasonable expenses for attending conferences, seminars, webinars, workshops and other educational opportunities including:

- a. Per Diem;
- b. Registration costs;
- c. Accommodation;
- d. Travel, mileage, meals and incidentals in accordance with the Travel and Expense Policy FIN-6002.

COMMUNICATION STRATEGY

The revised Policy FIN-6004 will be forwarded to members of Council and Senior Management. The Policy will be accessible on the shared 'V' drive and posted on the Town of Vegreville Website.

CARRIED

7.5 Cliff Craig, Town Manager - Christmas Hours 2018 2018-11-09

Moved By: Councillor Warawa

That Town Council approve the closure of the Town Office and operations for December 24, 2018, and;

Further that Town employees be given the December 24, 2018 off with pay.

BACKGROUND

The past practice of the Town is to have the Town Office and operations open until noon on December 24. The Town Office then remained closed until the first working day after Boxing Day. For those employees that came to work on December 24, they were paid for the full day even though the Town Office and operations closed at noon. For those employees who were not at work on December 24, were required to use a full day of vacation, banked time or an Earned Day Off.

In December 2018, December 24 is a Monday, and the Town Office and operations are closed on December 22 & 23 and December 25 & 26. I am asking Council if they would consider closing the Town Office and operations for the full day of December 24, and giving the employees the day off with pay.

FINANCIAL IMPLICATIONS

The direct financial implication is not determinable at this time. For those employees who were planning to use a vacation day for December 24, they would be entitled to carry forward that vacation time for future use. There would be no financial implication for those employees who were planning to work on the half day on December 24 as they would have received a full day.

COMMUNICATION STRATEGY

Notices would be placed at the Town Office and other Town owned facilities, posted on social media and an advertisement placed in the local newspapers.

CARRIED**8 Board Motions****8.1 Family and Community Support Services Advisory Board - New Member Appointment**

2018-11-10

Moved By: Councillor Waters

That Town Council approve the motion to accept Dwayne Hlady as a new FCSS Advisory Board member for a two (2) year term, and further that a letter of appointment be forwarded to Dwayne Hlady and the FCSS Advisory Board.

Further to correspondence dated September 24, 2018 the FCSS Advisory Board proposed to accept Dwayne Hlady as the new community "Senior Member at large" representative to the board for a two (2) year term commencing September 24, 2018.

CARRIED**8.2 Family and Community Support Services Advisory Board Member - McKenna Makowecki**

2018-11-11

Moved By: Councillor Lemko

That Town Council approve the motion to accept McKenna Makowecki as a new FCSS Advisory Board Member for a two (2) year term, and further that a letter of appointment be forwarded to McKenna Makowecki and the FCSS Advisory Board.

Further to correspondence dated November 6, 2018 the FCSS Advisory Board proposed to accept McKenna Makowecki as the new community "Young Adult Member at Large" representative to the board for a two (2) year term commencing November 20, 2018.

CARRIED**9 Bylaw****9.1 Bylaw No. 17-2018 Community Standards Bylaw**

Bylaw No. 17-2018 was presented to Council to regulate neighbourhood nuisance, safety and livability issues.

9.1.1 First Reading

2018-11-12

Moved By: Councillor Berry

That Bylaw No. 17-2018 be read for the first time this 14th day of November, 2018 A.D.

CARRIED

9.1.2 Second Reading

2018-11-13

Moved By: Councillor Lemko

That Bylaw No. 17-2018 be read for the second time this 14th day of November, 2018 A.D.

CARRIED**9.1.3 Unanimous Consent for Third and Final Reading**

2018-11-14

Moved By: Councillor Berry

That Bylaw No. 17-2018 be given unanimous consent for third and final reading.

CARRIED**9.1.4 Third and Final Reading**

2018-11-15

Moved By: Councillor Warawa

That Bylaw No. 17-2018 be read a third and final time this 14th day of November, 2018 A.D.

CARRIED**10 Supplemental****11 Council Reports****11.1 Councillor Berry**

Councillor Berry reported and/or attended on the following:

- Vegreville & District Chamber of Commerce Small Business Week Awards Gala - October 24, 2018
- North Saskatchewan Watershed Alliance Education Forum - Riparian Health - October 25, 2018
- Vegreville Museum Board Meeting - October 25, 2018
- Vermilion River Watershed Alliance Board Meeting - November 3, 2018
- Northern Lights Library System Board Meeting - Nov 3, 2018
- CAO Evaluation Committee Meeting - November 6, 2018
- Legislative Committee Meeting - November 6, 2018
- Seniors Health and Wellness Day - November 7, 2018
- Regional Recreation & Culture Master Plan Steering Committee Meeting - November 7, 2018
- M.D. Minburn Foundation Board Meeting - November 8, 2018
- Remembrance Day Ceremony - November 11, 2018
- Economic Diversity Enhancement Workshop - November 13, 2018
- Operational Budget Meeting - November 14, 2018
- Regular Meeting of Town Council - November 14, 2018

11.2 Councillor Brodziak

Councillor Brodziak reported and/or attended on the following:

- Town of Vegreville Safety Meeting - October 23, 2018
- Vegreville & District Chamber of Commerce Small Business Week Awards Gala - October 24, 2018
- Impact Vegreville Committee Meeting - October 29, 2018
- Vegreville Economic Development and Tourism Advisory Board Meeting - November 5, 2018
- Legislative Committee Meeting - November 6, 2018
- Recreation and Culture Master Plan Meeting - November 7, 2018
- MD of Minburn Foundation Board Meeting - November 8, 2018
- Remembrance Day Ceremony - November 11, 2018
- Vegreville Economic Diversity Enhancement Workshop Presentation - November 13, 2018
- Operating Budget Meeting - November 14, 2018
- Regular Meeting of Town Council - November 14, 2018

11.3 Councillor Lemko

Councillor Lemko reported and/or attended on the following:

- Town of Vegreville Safety Meeting - October 23, 2018
- Family and Community Services Support Advisory Board Meeting - October 23, 2018
- Covenant Health Annual Community Meeting in Edmonton - October 24, 2018
- Vegreville & District Chamber of Commerce Small Business Week Awards Gala - October 24, 2018
- Impact Vegreville Committee Meeting - October 29, 2018
- Kid Sport Meeting with Minor Hockey and Hockey Alberta Foundation EKEC - October 30, 2018
- Kid Sport Committee Meeting - October 30, 2018
- Legion Veterans Memorial Week Luncheon (Greetings on behalf of the Town) - November 2, 2018
- Family and Community Support Services Community Grant Application Meeting - November 5, 2018
- Legislative Committee Meeting - November 6, 2018
- Seniors Health and Wellness Conference (Greetings on behalf of the Town) - November 7, 2018
- Go East Annual General Meeting and Luncheon Tourism Meeting in Andrew - November 8, 2018
- Remembrance Day Celebrations at Vegreville Composite High School - November 9, 2018
- Family Doctor Week Proclamation Signing at Vegreville Medical Centre - November 9, 2018
- Remembrance Day Celebrations at Social Centre & Rendezvous Park 100 Bells - November 11, 2018
- Family and Community Support Services Youth Initiative Grant Application Meeting - November 13, 2018
- Vegreville Economic Diversity Enhancement Planning Meeting at Social Centre - November 13, 2018
- Operating Budget Meeting - November 14, 2018
- Regular Meeting of Town Council - November 14, 2018

11.4 Councillor Rudyk

Councillor Rudyk reported and/or attended on the following:

- Covenant Health Fall Session Conference - October 23-24, 2018
- Vegreville & District Chamber of Commerce Small Business Week Awards Gala - October 24, 2018
- Economic Developers' Association Minister's Dinner - October 25, 2018
- Alberta Health Services Health Advisory Council Fall Forum - October 26&27, 2018
- Remuneration Committee Meeting - October 29, 2018
- Vegreville Economic Development and Tourism Advisory Board Meeting - November 5, 2018
- Legislative Committee Meeting - November 6, 2018
- Investor Meeting - November 7, 2018
- Covenant Health Foundation Malanka Planning - November 8, 2018
- Covenant Health St. Joseph's Hospital Communications Plan Meeting - November 9, 2018
- Remembrance Day Ceremony - November 11, 2018
- Vegreville Economic Diversity Enhancement Workshop Presentation - November 13, 2018
- Operational Budget Meeting - November 14, 2018
- Vegreville Economic Development and Tourism Advisory Board Meeting with Communications - November 14, 2018
- Regular Meeting of Town Council - November 14, 2018

11.5 Councillor Warawa

Councillor Warawa reported and/or attended on the following:

- Family and Community Support Services Advisory Meeting - October 23, 2018
- Vegreville Chamber of Commerce Small Business Week Awards Gala - October 24, 2018
- CAO Evaluation Committee Meeting - November 6, 2018
- Legislative Committee Meeting - November 6, 2018
- Remembrance Day Ceremony - November 11, 2018
- Operational Budget Meeting - November 14, 2018
- Regular Meeting of Town Council - November 14, 2018

11.6 Councillor Waters

Councillor Waters reported and/or attended on the following:

- Vegreville & District Chamber of Commerce Small Business Week Awards Gala - October 24, 2018
- Vegreville Physician Recruitment and Health Professionals Attraction and Retention Committee - Health Care Aid Bursary Discussion - October 29, 2018
- Council Remuneration Committee Meeting - October 29, 2018
- Vegreville and District Chamber of Commerce Regular Meeting - November 1, 2018
- Vegreville and District Chamber of Commerce Christmas Planning Meeting - November 2, 2018
- National Child Day Proclamation - November 2, 2018
- Legislative Committee Meeting - November 6, 2018
- Senior Health & Wellness Living Well Into The Autumn Years Presentation - November 7, 2018
- Vegreville Chamber of Commerce Christmas Planning Meeting - November 9, 2018
- Family Doctor Week Proclamation Signing - November 9, 2018
- Vegreville Economic Diversity Enhancement Plan Workshop - November 13, 2018
- Operating Budget Meeting - November 14, 2018
- Regular Meeting of Town Council - November 14, 2018

11.7 Mayor MacPhee

Mayor MacPhee reported and/or attended on the following:

- Town of Vegreville Safety Meeting - October 23, 2018
- National Child Day Proclamation - November 2, 2016
- Legislative Committee Meeting - November 6, 2018
- Senators Telephone Call - November 7, 2018
- Meeting with CIHC - November 7, 2018
- John S. Batiuk Water Commission - November 8, 2018
- Remembrance Day Ceremony at St. Mary's School - November 9, 2018
- Awards Night at St. Mary's School - November 9, 2018
- Remembrance Day Ceremony - November 11, 2018
- Meeting with Minister Mason - November 13, 2018
- Vegreville Economic Diversity Enhancement Plan Workshop - November 13, 2018
- Operating Meeting Budget - November 14, 2018
- Regular Meeting of Town Council - November 14, 2018

Mayor MacPhee called a recess at 8:29 p.m.

MLA Jessica Littlewood and public in attendance left the meeting at 8:29 p.m.

Mayor MacPhee resumed the meeting at 8:36 p.m.

12 CLOSED SESSION ITEMS

2018-11-16

Moved By: Councillor Warawa

That Town Council close the session at 8:36 p.m.

CARRIED

12.1 FOIP Act, Division 2, Section 16 - Disclosure harmful to business interests of a third party**12.2 Open Session**

2018-11-17

Moved By: Councillor Berry

That Town Council open the session at 8:59 p.m.

CARRIED

13 Adjourment

There being no further business to be brought before Council, Mayor MacPhee declared the Meeting adjourned at 8:59 p.m.

TIM MACPHEE
Mayor

CLIFF CRAIG
Town Manager