

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

2018-10-29

Moved By: Councillor Brodziak

That the Agenda of the Regular Meeting of Town Council held on October 22, 2018 be adopted.

CARRIED**3 Adoption of Minutes**

2018-10-30

Moved By: Councillor Lemko

That the Minutes of the Regular Meeting of Town Council held on September 24, 2018 be received and filed.

CARRIED**4 Delegation****5 Correspondence****5.1 Shannon Thomas, Alberta Municipal Health and Safety Association - Partnerships in Injury Reduction Certificate of Recognition**

2018-10-31

Moved By: Councillor Waters

That the correspondence dated October 2, 2018 from Shannon Thomas, Northern Regional Manager of Alberta Municipal Health and Safety Association (AMHSA) be received and filed.

I am pleased to enclose the Partnership in Injury Certificate of Recognition (COR) for the Town of Vegreville. Congratulations on a job well done, this is a significant accomplishment!

Note that the COR is valid for three years, and in order to maintain it, an internal audit must be conducted and pass quality assurance review by AMHSA in each of the next two years. In three years, an external audit must be conducted and pass quality assurance review, and the municipality must score at least 80% on the audit in order to attain a new Certificate of Recognition.

If you have any questions about the Certificate of Recognition or the Partnerships in Injury Reduction (PIR) program, please contact me at Shannon@amhsa.net or call 780.417.3900, or toll free 1.800.267.9764.

CARRIED**6 Financial****6.1 Monthly Cash Statement - September 30, 2018**

2018-10-32

Moved By: Councillor Brodziak

That the Town of Vegreville Monthly Cash Statement for the month ended September 30, 2018 be received and filed.

CARRIED**7 Memoranda****7.1 Paul Suiter, Community Services Director - Human Services 2019 FCSS Program Funding Agreement**

2018-10-33

Moved By: Councillor Lemko

That the Town of Vegreville enter into the Town of Vegreville 2019 FCSS Program Funding Agreement for the period of January 1 through December 31, 2019.

BACKGROUND

Town of Vegreville Council have reviewed and approved the FCSS Program funding agreement for 2019. This funding agreement is provided in advance of the completion of the provincial 2019 budgetary processes. The province has sustained FCSS Program Funding in 2019.

FINANCE/BUDGET

The Town of Vegreville will receive the funding as 4 quarterly payments (Jan, Apr, July & Oct) to the total of \$164,163 operating funds for 2019 plus the requiring 20% municipal matching share of a minimum of \$41,041. Annually the Town of Vegreville exceeds the minimum required contribution to the FCSS Budget.

COMMUNICATION STRATEGY

The agreement requires signatures from the Town Manager, then returned to the Minister of Human Services for their signature. Thereafter we will be provided with a completed copy for our files.

CARRIED**7.2 Paul Suiter, Community Services Director - Transfer of Tanker 1 (Unit 84) to County of Minburn**

2018-10-34

Moved By: Councillor Berry

That Town Council transfer the ownership of Tanker 1 (Unit 84) back to the County of Minburn for the purpose of purchasing a new rapid response truck.

The County of Minburn has confirmed at its June 18, 2018 regular meeting, the purchase of a new wildland rapid response unit for the Vegreville Fire Department. In order to facilitate this purchase, the County has a pending sale for Tanker 1. Tanker 1 is highly under-utilized by the department to date and the rapid response unit would serve the department in a much higher capacity. (2007 with 7034kms)

The sale and removal of Tanker 1 at this time would have minimal impact on the department. County of Minburn will have bids for new build approved at Oct 18, 2018 meeting with completion in June 2019.

CARRIED**7.3 Cliff Craig, Town Manager - Adopt the Town of Vegreville Organization Chart, Effective January 1, 2019**

2018-10-35

Moved By: Councillor Lemko

That Town Council adopt the Organization Chart as presented, effective January 1, 2019.

BACKGROUND

In July 2018, Council had requested that the Town Manager research the alignment of the staff Organization Chart. After consultation with the Senior Management Team, the following changes were proposed to Town Council:

Parks Department transfer from IP&D to Community Services

Tourism Department transfer from Strategic Services to Community Services

Visitor Information Centre operations transfer from Strategic Services to Community Services

Campground transfer from IP&D to Community Services

Parks & Fleet Manager position be renamed to Municipal Services Manager

Municipal Services Manager responsibilities include:

- *Fleet Services*
- *Solid Waste Management*
 - *Garbage collection*
 - *Landfill*
 - *Recycling*

Public Works Manager responsibilities include:

- Roads
- Municipal Properties
- Airport
- Storm Sewer
- Cemetery
- Water & Sewer maintenance

Utilities Manager responsibilities include:

- Water operations
- Sanitary Sewer operations
- Water servicing contracts

Recreation & Facilities Manager be renamed to Parks & Recreation Manager

Parks & Recreation Manager to include:

- Parks
- Recreation & Facilities
- Aquatic

A new position reporting to the Community Services Director as Culture & Tourism Coordinator which responsibilities include:

- Administrative Assistant to Community Services Director
- Recreation Programmer
- Tourism
- Campground
- Visitor Information Centre [VIC]
- Special Events

Economic Development & Tourism Manager be renamed to Economic Development Manager

Executive Assistant to be renamed to Legislative Coordinator

The changes noted above were discussed to improve the efficiency of the Town operations as a whole. The noted changes of Parks & Recreation; Solid Waste Management; and Tourism Services, Campground and VIC are the main alignments.

COMMUNICATION STRATEGY

The Senior Management Team have informed the Department Managers of the change. A general Safety Meeting has been scheduled for October 23, 2018 for all staff to attend, and the changes to the Organizational structure will be presented after the Safety Meeting. The Organizational Chart will be accessible on the company shared 'V' drive.

CARRIED

7.4 Cliff Craig, Town Manager - Removal of Certain Boards and Committees from the Council Committee Structure

2018-10-36

Moved By: Councillor Berry

That Town Council approve the removal of the following boards and committees from the Council Committee Structure: County of Minburn Liaison; Vegreville Seniors Portfolio; Trans Canada Yellowhead Highway Association; Veterans Memorial Highway Association; Vegreville Regional Airport Committee; and Vegreville Solid Waste Solutions Committee.

BACKGROUND

At the annual Organizational Meeting, Mayor and Councillors volunteer to sit on boards and committees from the Council Committee Structure. These boards are either Council created boards that serve a need for Administration or the Town of Vegreville; or they are Community created committees that request, and have the approval of Council, to have a Member of Council sit on their board.

For a Community board to have a member of Council appointed, they must show the value of the committee or board to the Town of Vegreville. Because members of Council receive remuneration for attending meetings, if there is no value to the community, Council will not approve the appointment of a member of Council.

The boards and committees that have been selected to be removed, no longer show the value to the Town of Vegreville, and therefore will no longer have a Council member attend.

FINANCIAL IMPLICATIONS

There will be a decrease in budgeted costs for meeting attendance for Council, and the annual membership fees to certain boards will no longer be paid.

COMMUNICATION STRATEGY

The Boards and Committees affected will be notified in writing of Town Council's decision.

Councillor Rudyk is against the removal of the Solid Waste Solution Committee, but respects the decision of Council to remove the boards.

CARRIED

7.5 Cliff Craig, Town Manager - Deputy Mayor Appointment

2018-10-37

Moved By: Councillor Berry

That Councillor Jerrold Lemko be appointed Deputy Mayor for the term of October 23, 2018 to February 25, 2018.

BACKGROUND

At the Organizational Meeting held on October 23, 2017, Council decided that each Councillor would sit as Deputy Mayor for a period of four (4) months, twice in their four (4) year term. Following the schedule presented at the Organizational Meeting, the next Deputy Mayor is to be Councillor Jerrold Lemko.

CARRIED

8 Board Motions

8.1 Vegreville Economic Development & Tourism Advisory Board - Board Member Term Extension

2018-10-38

Moved By: Councillor Waters

That Debbie Chilibecki be granted a two year extension to the Vegreville Economic Development & Tourism Board as a Member at large, with the term to expire on October 2020.

Debbie Chilibecki was appointed to the Vegreville Economic Development & Tourism Advisory Board [the Board] on November, 2016 as a Member at Large. Her appointment expires on November 2018. Debbie has submitted a letter to the Board requesting a two year extension to her appointment.

At the October 9th, 2018 meeting, the Board passed a motion to recommend to Town Council that the appointment for Debbie Chilibecki be extended for a two year term. This is in accordance to Bylaw 16-2017 Section 3.4 (d).

CARRIED

8.2 Vegreville Economic Development & Tourism Advisory Board - Chamber Board Member Change

2018-10-39

Moved By: Councillor Lemko

That Town Council appoint Scott Dixon as the Chamber of Commerce representative to the Vegreville Economic Development and Tourism Advisory Board, with the term to expire on October 2020. This appointment will be as the Chamber of Commerce representative and in accordance to Bylaw 16-2017 Section 3.4 (a).

Further to correspondence dated October 4, 2018, the Vegreville and District Chamber of Commerce appointed Scott Dixon as the Chamber of Commerce representative to the Vegreville Economic Development and Tourism Advisory Board (VEDTAB) for a two (2) year term.

CARRIED

8.3 Vegreville Library Board - New Board Member Appointment

2018-10-40

Moved By: Councillor Waters

That Town Council approve the appointment of Joanne Gorda as a new Vegreville Library Board member for a three (3) year term, and;

Further that a letter of appointment be forwarded to Joanne Gorda and the Library Board.

The Town of Vegreville Library Board members have approved the application of Joanne Gorda to serve on the Board. We recommend that Town Council appoint her for a three-year term.

We request a letter of appointment be forwarded to Joanne (4422-49A ST. Vegreville, AB T9C 1A6) and the Library Board upon your approval.

CARRIED**9 Bylaw****9.1 Bylaw No. 15-2018 Cannabis Bylaw**

Bylaw No 15-2018 was presented to Council for the purpose of restricting the smoking and vaping of cannabis in public places.

9.1.1 First Reading

2018-10-41

Moved By: Councillor Waters

That Bylaw No. 15-2018 be read for the first time this 22nd day of October, 2018 A.D.

CARRIED**9.1.2 Second Reading**

2018-10-42

Moved By: Councillor Lemko

That Bylaw No. 15-2018 be read for the second time this 22nd day of October, 2018 A.D.

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

2018-10-43

Moved By: Councillor Berry

That Bylaw No. 15-2018 be given unanimous consent for third and final reading.

CARRIED**9.1.4 Third and Final Reading**

2018-10-44

Moved By: Councillor Brodziak

That Bylaw No. 15-2018 be read a third and final time this 22nd day of October, 2018 A.D.

CARRIED**9.2 Bylaw No. 16-2018 Mass Repeal of Surplus Boards and Committees Bylaw**

Bylaw No. 16-2018 was presented to Council for the purpose of repealing certain bylaws established to create boards and committees that are no longer required.

9.2.1 First Reading

2018-10-45

Moved By: Councillor Rudyk

That Bylaw No. 16-2018 be read for the first time this 22nd day of October, 2018 A.D.

CARRIED**9.2.2 Second Reading**

2018-10-46

Moved By: Councillor Lemko

That Bylaw No. 16-2018 be read for the second time this 22nd day of October, 2018 A.D.

CARRIED**9.2.3 Unanimous Consent for Third and Final Reading**

2018-10-47

Moved By: Councillor Berry

That Bylaw No. 16-2018 be given unanimous consent for third and final reading.

CARRIED**9.2.4 Third and Final Reading**

2018-10-48

Moved By: Councillor Warawa

That Bylaw No. 16-2018 be read a third and final time this 22nd day of October, 2018 A.D.

CARRIED**10 Supplemental****10.1 President Terry Kuzyk, The Royal Canadian Legion Branch No.39 - Veterans Appreciation Dinner**

2018-10-49

Moved By: Councillor Lemko

That the correspondence dated October 19, 2019 from Terry Kuzyk, President of the Royal Canadian Legion Branch No.39 be received and filed.

Royal Canadian Legion Branch No.39, Vegreville, is marking Veterans Week this year with a Veterans Appreciation Dinner. We will be inviting as many local area Veterans, spouses and widows as possible to join us for this event. All orders of government are being invited to send one representative to the dinner to represent them. If you choose to send someone and wish to extend thanks or brief greetings please indicate by letter or telephone by 26 October. Details are as follows:

*Date - November 2**Time - Noon**Location - Royal Canadian Legion Hall; 5037-52 Avenue**Dress - Legion, or other military association uniform, or business casual (medals can be worn)**Reply - By letter to the letterhead address above or by telephone to the undersigned at 780-952-5977***CARRIED****10.2 Office of Shannon Stubbs, MP for Lakeland - Press Release**

2018-10-50

Moved By: Councillor Warawa

That the correspondence dated October 22, 2018 from the Office of Shannon Stubbs, MP for Lakeland be received and filed.

Member of Parliament Shannon Stubbs tabled in the House of Commons the final collection of petitions calling on the Liberal Government to not close the Immigration, Refugee and Citizenship Canada Case Processing Centre in Vegreville. Even though the Case Processing Centre officially closed September 1, 2018, signed petitions continued to be submitted to Shannon Stubbs office.

This final petition included another 2,600 signatures of local residents who oppose the relocation of the Case Processing Centre.

Commenting on the tabling of the petition Ms. Stubbs said, "I am incredibly proud of how the entire community of Vegreville has pulled together in this difficult time. The Respect Vegreville campaign was a national force to be reckoned with. The fact is Vegreville employees far exceeded targets consistently and backed up other offices. It will cost millions more to operate in the new office, for little gain."

She continued, "even after the closure, thousands of signatures from across Alberta and Canada kept arriving in support. Albertans and rural Canadians know the Prime Minister failed them and will not forget it. The residents of Vegreville will remember this decision by the Liberal Government come election time."

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

Councillor Berry reported and/or attended on the following:

- AUMA Pre-conference in Red Deer - September 25, 2018
- AUMA Conference in Red Deer - September 26-28, 2018
- Appreciation Committee Meeting - October 10, 2018
- Council and Trans Canada Yellowhead Highway Meeting - October 10, 2018
- Boards and Committees Discussion Planning Session - October 10, 2018
- Managers Budget Presentation to Council - October 11, 2018
- Capital Budget Discussions - October 16, 2018
- Legislative Committee Meeting - October 16, 2018
- Hemp Conference Supper - October 16, 2018
- Grand Opening of Bing Bang Bong Plaque Presentation - October 17, 2018
- M.D. Minburn Foundation Board Meeting - October 19, 2018
- Organizational Meeting - October 22, 2018
- Regular Meeting of Town Council - October 22, 2018

11.2 Councillor Brodziak

Councillor Brodziak reported and/or attended on the following:

- AUMA Convention in Red Deer - September 26-28, 2018
- Meeting with Minister Shaye Anderson - September 26, 2018
- Legislative Committee Meeting - October 2, 2018
- Joint Council/Elk Island Catholic School Board Trustee Meeting - October 3, 2018
- Vegreville Economic Development and Tourism Advisory Board Meeting - October 9, 2018
- Trans Canada Yellowhead Highway Association Meeting - October 10, 2018
- Boards and Committees Discussion Planning - October 10, 2018
- Managers Budget Presentations to Council - October 11, 2018
- Capital Budget Discussions - October 11, 2018
- Legislative Committee Meeting - October 16, 2018
- Hemp Conference Supper - October 16, 2018
- MD Minburn Foundation Board Meeting - October 19, 2018
- Organizational Meeting - October 22, 2018
- Regular Meeting of Town Council - October 22, 2018

11.3 Councillor Lemko

Councillor Lemko reported and/or attended on the following:

- Kidsport Meeting - October 2, 2018
- Legislative Committee Meeting - October 2, 2018
- Joint Council/Elk Island Catholic School Board Trustee Meeting - October 3, 2018
- Impact Vegreville Business Plaque Meeting - October 10, 2018
- Trans Canada Yellowhead Highway Association Meeting - October 10, 2018
- Boards and Committees Discussion Planning - October 10, 2018
- Managers Budget Presentations to Council - October 11, 2018
- Capital Budget Meeting - October 16, 2018
- Legislative Committee Meeting - October 16, 2018
- Hemp Conference Meet and Greet - October 16, 2018
- Vegreville Library Board Meeting - October 18, 2018
- Family and Community Support Services Seniors Health and Wellness Meeting - October 22, 2018
- Organizational Meeting - October 22, 2018
- Regular Meeting of Town Council - October 22, 2018

11.4 Councillor Rudyk

Councillor Rudyk reported and/or attended on the following:

- AUMA Convention in Red Deer - September 26-28, 2018
- Radio Promotion on Health Care Aide Program - October 1, 2018
- Legislative Committee Meeting - October 2, 2018
- Conference Call with NorQuest and Alberta Health Services on Health Care Aide Program - October 3, 2018
- Joint Council/Elk Island Catholic School Board Trustee Meeting - October 3, 2018
- Women in Politics Capital Region Caucus in Edmonton - October 4, 2018

- Information Session for Health Care Aid Program - October 4, 2018
- Vegreville Economic Development and Tourism Advisory Board Meeting - October 9, 2018
- Trans Canada Yellowhead Highway Association Meeting - October 10, 2018
- Boards and Committees Discussion Planning - October 10, 2018
- Managers Budget Presentations to Council - October 11, 2018
- Solid Waste Solutions Waste Reduction Week Proclamation - October 11, 2018
- First Annual Global Hemp Symposium - October 15-17, 2018
- Radio Promotion for Troy Ruptash Movie Project - October 16, 2018
- Capital Budget Discussions - October 11, 2018
- Legislative Committee Meeting - October 16, 2018
- Vegreville Region Physician and Health Professionals Attraction and Retention Committee - October 17, 2018
- Organizational Meeting - October 22, 2018
- Regular Meeting of Town Council - October 22, 2018

11.5 Councillor Warawa

Councillor Warawa reported and/or attended on the following:

- Family and Community Support Services Advisory Meeting - September 25, 2018
- AUMA Convention in Red Deer - September 26-28, 2018
- Legislative Committee Meeting - October 2, 2018
- Joint Council/Elk Island Catholic School Board Trustee Meeting - October 3, 2018
- Family and Community Support Services Pre-budget Meeting - October 10, 2018
- Boards and Committees Discussion Planning - October 10, 2018
- Managers Budget Presentations to Council - October 11, 2018
- Solid Waste Solutions Waste Reduction Week Proclamation - October 11, 2018
- Capital Budget Discussions - October 16, 2018
- Legislative Committee Meeting - October 16, 2018
- Hemp Conference Supper - October 16, 2018
- Organizational Meeting - October 22, 2018
- Regular Meeting of Town Council - October 22, 2018

11.6 Councillor Waters

Councillor Waters reported and/or attended on the following:

- Auma Convention in Red Deer - September 26-28, 2018
- Legislative Committee Meeting - October 2, 2018
- Joint Council/Elk Island Catholic School Board Trustee Meeting - October 3, 2018
- Vegreville & District Chamber of Commerce Meeting - October 4, 2018
- Information Session for Health Care Aide Program - October 4, 2018
- Trans Canada Yellowhead Highway Association Meeting - October 10, 2018
- Boards and Committees Discussion Planning - October 10, 2018
- Managers Budget Presentations to Council - October 11, 2018
- Capital Budget Discussions - October 16, 2018
- Legislative Committee Meeting - October 16, 2018
- Hemp Conference Supper - October 16, 2018
- Vegreville and District Child Development Coalition Committee Meeting - October 18, 2018
- Vegreville Region Physician and Health Professionals Attraction and Retention Committee - October 18, 2018
- Vegreville Chamber of Commerce Christmas Organizational Meeting - October 19, 2018
- Organizational Meeting - October 22, 2018
- Regular Meeting of Town Council - October 22, 2018

11.7 Mayor MacPhee

Mayor MacPhee reported and/or attended on the following:

- Legislative Committee Meeting - October 2, 2018
- Joint Council/Elk Island Catholic School Board Trustee Meeting - October 3, 2018
- Boards and Committees Discussion Planning - October 5, 2018
- Trans Canada Yellowhead Highway Association Meeting - October 10, 2018
- Managers Budget Presentations to Council - October 11, 2018
- Solid Waste Solutions Waste Reduction Week Proclamation - October 11, 2018
- Northern Mayors Caucus - October 11-12, 2018
- Welcome Greetings for Hemp Conference - October 15, 2018
- Capital Budget Discussions - October 16, 2018
- Legislative Committee Meeting - October 16, 2018
- Hemp Conference Supper - October 16, 2018

- Organizational Meeting - October 22, 2018
- Regular Meeting of Town Council - October 22, 2018

12 Closed Session Items

13 Adjournment

There being no further business to be brought before Council, Mayor MacPhee declared the Meeting adjourned at 8:25 p.m.

TIM MACPHEE
Mayor

CLIFF CRAIG
Town Manager