

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

2017-12-01

**Moved By:** Councillor Lemko

That the Agenda of the Regular Meeting of Town Council held on December 11, 2017 be adopted.

**CARRIED****3 Adoption of Minutes**

2017-12-02

**Moved By:** Councillor Warawa

That the Minutes of the Regular Meeting of Town Council held on November 15, 2017 be received and filed.

**CARRIED****4 Delegation****5 Correspondence****5.1 2017 Town of Vegreville Tax Sale**

2017-12-03

**Moved By:** Councillor Waters

That the Minutes from the 2017 Town of Vegreville Tax Sale held on November 30, 2017 at 10:00 a.m. be received and filed.

**CARRIED****5.2 Letter to County of Minburn - 2018 Solid Waste Agreement**

2017-12-04

**Moved By:** Councillor Rudyk

That the correspondence dated December 6, 2017 to the County of Minburn regarding the 2018 Solid Waste Agreement be received and filed.

*As you are aware, in accordance with the new MMGA, budgets are being completed sooner than usual for 2018 and future years. As a result, the Town of Vegreville is confirming operational numbers now.*

*As per our correspondence dated July 6, 2017, the Town notified the County of Minburn as to what the 2017 Landfill Agreement fees were and that a Solid Waste Agreement that encompassed both Landfill Operations and Recycling Services would be replacing the standalone Landfill Agreement as of January 1, 2018.*

*The Town is now providing the County with the estimated 2018 budget numbers for the new Town/County Solid Waste Agreement fees. As the 2017 actual expenses are not yet completed, we will be utilizing 2016 actuals for budget purposes. Both 2016 and 2017 for these two departments were operationally similar with no additional projects or capital purchases included and, therefore, should provide reasonable budgetary numbers for us.*

*Correspondence was sent on June 13, 2017 in which the Town provided the fees required from the County, based on 2016 actuals, which were in the amount of \$164,584.31. Enclosed with that correspondence was a summary of the calculations utilized to determine this fee.*

*The budget amount for the 2018 Solid Waste Agreement will be \$164,584.31 for the Town to work with the County on Landfill and Recycling Services for residents west of Highway 36.*

*Please find enclosed the proposed Solid Waste Agreement and the calculation summary that were sent to you in June of 2017. Please confirm the County's intention regarding the new Town/County Solid Waste Agreement by December 20, 2017.*

**CARRIED**

**6 Financial****6.1 Monthly Cash Statement for October 2017**

2017-12-05

**Moved By:** Councillor Brodziak

That the Town of Vegreville Monthly Cash Statement for the month ended October 31, 2017 be received and filed.

**CARRIED****7 Memoranda****7.1 Julie Gottselig, FCSS Manager - County of Minburn 2018 FCSS Program Funding Agreement**

2017-12-06

**Moved By:** Councillor Berry

That the Town of Vegreville enter into the County of Minburn 2018 FCSS Program Funding Agreement for the period of January 1 through December 31, 2018.

**BACKGROUND:**

*County of Minburn Council have reviewed and approved the FCSS Program funding agreement for 2018. This funding agreement is provided in advance of the completion of the provincial 2018 budgetary processes. The province has increased FCSS Program Funding in 2018.*

*The funding allocation outline and two copies of the 2018 FCSS Program Funding agreement have been forwarded by the County of Minburn for approval by the Town of Vegreville.*

**FINANCE/BUDGET:**

*The Town of Vegreville will receive the funding as 4 quarterly payments (Jan, Apr, July & Oct) to the total of \$89,790.80 operating funds for 2018. This includes the Provincial FCSS allocation and the County of Minburn municipal share.*

**COMMUNICATION STRATEGY:**

*The agreement requires signatures from the Mayor and Town Manager, then returned to the County of Minburn for their signatures. Thereafter we will be provided with a completed copy for our files.*

**CARRIED****7.2 Dale Lefebvre, Infrastructure, Planning & Development Director - FCM Municipal Asset Management Program**

2017-12-07

**Moved By:** Councillor Berry

That Town Council approve Administration completing and submitting an application to the Federation of Canadian Municipalities for the Municipal Asset Management program; and

Further, that Town Council approve the municipal contribution amount of \$12,500.

**BACKGROUND**

*The Municipal Asset Management Program (MAMP) from the Federation of Canadian Municipalities (FCM) offers grant funding to sustainably maintain municipal asset management programs now and in the future.*

*The Town of Vegreville would submit an application for a GIS Asset Inventory and Implementation program. This program would enable the Town to link the current listing of Tangible Capital Assets in a GIS environment and manage assets in one master database helping to better plan our Capital Works Programs. This program will also provide a visual interpretation of the data in one location allowing Town Administration to create reports and maps showing specific data sets such as water, fire hydrants, lengths of pipes, age, and size of the current infrastructure and future assets. This program will also include the information for our Cemetery in a GIS environment which currently is kept in one master book which lists the location of all burials in the Cemetery (maps can be created displaying burial locations).*

**FINANCIAL IMPLICATIONS**

*This grant program is an 80/20 cost share to a maximum grant amount of \$50,000. The Town would apply for the full \$50,000 and would therefore be required to contribute \$12,500 to the project for a total project cost of \$62,500. These funds have already been accounted for in the 2018 Budget under Development.*

**CARRIED****7.3 Paul Casey, Corporate Services Director - 2018 Operating Budget**

2017-12-08

**Moved By:** Councillor Brodziak

That Town Council approve the Town of Vegreville 2018 Operating Budget as follows and as presented:

Revenues	\$	19,300,575
Expenditures		19,300,575
Surplus/(Deficit) before depreciation expense		-
Depreciation expense		4,106,487
Deficit for the year	\$	(4,106,487)

- *Property Tax increase estimated to be 2.97% for the municipal portion of property taxes only based on a taxation ratio of 47% Residential and 53% non-residential, which is consistent with the 2017-operating budget. The final property tax levy will be determined in 2018 after the final property assessment and required requisitions for schools and senior lodges are known.*
- *Strategic Planning Objectives included in the 2018 Operating budget include:*

Recreation Master Plan	\$	200,000
IT Master Plan	\$	25,000
Review of Inter-Community Sustainability Plan	\$	10,000

- *1% Salary Adjustment*
- *Continuation of the CPC Advocacy Plan to be funded by operating reserve \$75,000.*

**FINANCIAL IMPLICATIONS**

*The 2018 Operating budget includes an estimated property tax levy of \$9,218,627 for the municipal portion of property taxes, which represents an increase of 2.97% compared to the levy contained in the 2017 Operating Budget. Total Revenues including municipal portion of property taxation are \$19,300,575 and total expenditures are \$19,300,575 resulting in a balanced budget before depreciation expense in accordance with the requirements of the Municipal Government Act.*

*Depreciation expense is not an expenditure that is budgeted in determining the overall property tax levy; however, it is an expense required by the Municipal Government Act to be included in the operating budget. The 2018 operating budget includes depreciation expense of \$4,106,487 resulting in a budgeted operating deficit of \$4,106,487.*

**CARRIED****7.4 Paul Casey, Corporate Services Director - Taxroll 225600, 174800, 175200 Waiver of Tax Penalty**

2017-12-09

**Moved By:** Councillor Lemko

That Town Council approve the request to cancel the penalties on the following tax roll due to administrative error:

Tax roll Account	Lot	Block	Plan	Penalty Amount
225600	1A-2A	52	3693TR	\$892.92
174800	40-43	1	5181AX	\$939.25
175200	44-46	1	5151AX	\$915.62
Total				\$2,747.79

**CARRIED**

**8 Board Motions****9 Bylaw****10 Supplemental Correspondence****10.1 Julie Gottselig, FCSS Manager - FCSS Advisory Board Member**

2017-12-10

**Moved By:** Councillor Warawa

That Town Council approves the FCSS Advisory Board motion to accept Jamieson Brown as a new community “Member at Large Representative” on the FCSS Advisory Board for a two (2) year term commencing Dec 1, 2017.

**BACKGROUND:** *At present the FCSS Advisory Board has a vacancy for a Member at Large Representative. Jamieson has submitted a letter indicating his willingness to serve on the Vegreville & District Advisory Board. Jamieson has stated in his letter of intent “as a father of two children that have benefited from FCSS... along with my marketing and communications background... I’ll be able to bring my perspective and knowledge to the position.”*

*The FCSS Advisory Board is pleased to recommend Jamison Brown as a new member to the Board and is confident that he will be a definite asset to FCSS and the community.*

**FINANCE/BUDGET IMPLICATIONS:** N/A

**COMMUNICATION**

**STRATEGY:** *A letter from the Mayor’s office indicating acceptance of Jamieson’s application to serve on the FCSS Advisory Board would be forwarded.*

**CARRIED****11 Council Reports****MAYOR MACPHEE**

Mayor MacPhee reported and/or attended on the following:

- Meeting with Officials in Ottawa - November 20-24, 2017
- Town Christmas Light-up and Parade - November 24, 2017
- Munis 101 in Vermilion - November 27 & 28, 2017
- Hundred People Who Care - November 28, 2017
- Budget Discussions - November 30, 2017
- Town Christmas Party - December 1, 2017
- Meeting at Vegreville Composite High School - December 4, 2017
- Legislative Committee Meeting - December 5, 2017
- K40 Christmas Party - December 6, 2017
- Safety Meeting - December 7, 2017
- Vegreville & District Chamber of Commerce Christmas Party - December 8, 2017
- Regular Town Council Meeting - December 11, 2017

**COUNCILLOR BERRY**

Councillor Berry reported and/or attended on the following:

- AUMA Conference in Calgary - November 20-24, 2017
- Town Christmas Light-up and Parade
- Munis 101 in Vermilion - November 27 & 28, 2017
- Budget Discussions - November 30, 2017
- Vegreville Museum Board Meeting - November 30, 2017
- Town Christmas Party - December 1, 2017
- Impact Vegreville Committee Meeting - December 4, 2017
- Legislative Committee Meeting - December 5, 2017
- Safety Meeting - December 7, 2017
- Vegreville & District Chamber of Commerce Christmas Party - December 8, 2017
- Northern Lights Library System Board Meeting in Elk Point - December 9, 2017
- Homestead Lodge Christmas Party - December 10, 2017
- Regular Town Council Meeting - December 11, 2017

**COUNCILLOR BRODZIAK**

Councillor Brodziak reported and/or attended on the following:

- AUMA Conference in Calgary - November 20-24, 2017
- Christmas Light-up and Parade - November 24, 2017
- Munis 101 in Vermilion - November 27 & 28, 2017
- Vegreville Economic Development and Tourism Advisory Board Training - November 27&28, 2017
- MacEwan University - Lobby Government Effectively Course - November 29, 2017
- Budget Discussions - November 30, 2017
- Town Christmas Party - December 1, 2017
- Impact Vegreville Committee Meeting - December 4, 2017
- Legislative Committee Meeting - December 5, 2017
- Safety Meeting - December 7, 2017
- M.D. Minburn Foundation - Homestead Lodge Christmas Party - December 10, 2017
- Regular Meeting of Council - December 11, 2017

**COUNCILLOR LEMKO**

Councillor Lemko reported and/or attended on the following:

- Subdivision Authority Meeting - November 15, 2017
- Regular Meeting of Council - November 15, 2017
- AUMA Conference in Calgary - November 21-24, 2017
- Munis 101 in Vermilion - November 27 & 28, 2017
- Vegreville Library Board Meeting - November 30, 2017
- Budget Discussion - November 30, 2017
- Youth Engagement Session at FCSS - December 4, 2017
- Impact Vegreville Committee Meeting - December 4, 2017
- Legislative Committee Meeting - December 5, 2017
- Safety Meeting - December 7, 2017
- Vegreville & District Chamber of Commerce Christmas Party - December 8, 2017

**COUNCILLOR RUDYK**

Councillor Rudyk reported and/or attended on the following:

- Conference Call for FCM Planning - November 17, 2017
- FCM Conference in Ottawa - November 19-21, 2017
- Meeting with MP Shannon Stubbs and MP Jenny Kwan - November 19, 2017
- Meeting with Officials in Ottawa - November 20, 2017
- AUMA Conference in Calgary - November 22-24, 2017
- Christmas Light-up and Parade - November 24, 2017
- Munis 101 in Vermilion - November 27 & 28, 2017
- Vegreville Economic Development and Tourism Advisory Board Orientation - November 27, 2017
- Vegreville Economic Development and Tourism Advisory Board Meeting - November 28, 2017
- Conference Call - CPC Advocacy - November 29, 2017
- St. Joseph's Hospital Legacy Day - November 29, 2017
- Carwars Picture - November 30, 2017
- Budget Discussion - November 30, 2017
- Vegreville Region Physician and Health Professionals Attraction and Retention Committee Meeting - November 30, 2017
- Town Christmas Party - December 1, 2017
- Legislative Committee Meeting - December 5, 2017

**COUNCILLOR WARAWA**

Councillor Warawa reported and/or attended on the following:

- AUMA Convention in Calgary - November 20-24, 2017
- Munis 101 in Vermilion - November 27&28, 2017
- FCSS Committee Meeting - November 28, 2017
- Budget Discussion - November 30, 2017
- Town Christmas Party - December 1, 2017
- Legislative Committee Meeting - December 5, 2017
- Regular Town Council Meeting - December 11, 2017

**COUNCILLOR WATERS**

Councillor Waters reported and/or attended on the following:

- AUMA Convention in Calgary - November 20-24, 2017
- Christmas Light-up and Parade - November 24, 2017
- Munis in Vermilion - November 27&28, 2017
- Airport Committee Meeting - November 29, 2017
- Budget Discussion - November 30, 2017
- Vegreville Region Physician and Health Professionals Attraction and Retention Committee Meeting - November 30, 2017
- Vegreville and District Chamber of Commerce Christmas Party Organizational Meeting - December 1, 2017
- Town Christmas Party - December 1, 2017
- Vegreville Airport Christmas Party - December 3, 2017
- Legislative Committee Meeting - December 5, 2017
- Safety Meeting - December 7, 2017
- Vegreville and District Chamber of Commerce Meeting - December 7, 2017
- Vegreville and District Chamber of Commerce Christmas Party - December 8, 2017
- Regular Town Council Meeting - December 11, 2017

**12 In-Camera Agenda Items**

2017-12-11

**Moved By:** Councillor Warawa

That Town Council go in-camera at 7:51 p.m.

**CARRIED**

Councillor Waters left at 7:54 pm due to Pecuniary interest.

**12.1 Potential Land Sale**

*FOIP Act, Division 2, Section 25 - Disclosure harmful to economic and other interest of a public body.*

Councillor Waters re-entered Chambers at 8:09 p.m.

**12.2 Out of Camera**

2017-12-12

**Moved By:** Councillor Berry

That Town Council come out of camera at 8:14 p.m.

**CARRIED****13 Adjournment**

There being no further business to be brought before Council, Mayor MacPhee declared the Meeting adjourned at 8:17 p.m.

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TIM MACPHEE

Mayor

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CLIFF CRAIG

Town Manager