



Town of Vegreville

Meeting Minutes

September 23, 2019 - Regular Council Meeting - 07:00 PM

The Regular Meeting of the Town of Vegreville Council was called to order by Mayor Tim MacPhee on Monday, September 23, 2019 in the Council Chambers of the Town Administration Building, commencing at 7:00 PM with:

Councillor Berry, Councillor Brodziak, Councillor Lemko, Councillor Rudyk, and Councillor Waters

Absent: Councillor Warawa

Together with: Mr. Cliff Craig, Town Manger; Mr. Paul Casey, Corporate Services Director; Mr. Dale Lefebvre, Infrastructure, Planning & Development Director; Mr. Phil Rowe, Community Services Director; and Ms. Sandra Ling, Recording Secretary in attendance.

Public in attendance

1. **CALL MEETING TO ORDER**
2. **ADOPTION OF AGENDA**

2019-09-08

Moved By: Councillor Waters

That the Agenda of the Regular Meeting of Town Council held on September 23, 2019 be adopted.

Carried

3. **ADOPTION OF MINUTES**

3.1 PUBLIC HEARING - SEPTEMBER 9, 2019

2019-09-09

Moved By: Councillor Berry

That the Minutes of the Public Hearing of Town Council held on September 9, 2019 be received and filed.

Carried

3.2 REGULAR TOWN COUNCIL - SEPTEMBER 9, 2019

2019-09-10

Moved By: Councillor Brodziak

That the Minutes of the Regular Meeting of Town Council held on September 9, 2019 be received and filed.

Carried

4. **DELEGATION**

4.1 7:00 PM VEGREVILLE ASSOCIATION FOR LIVING IN DIGNITY (VALID)

4.1.1 60TH ANNIVERSARY PRESENTATION

Mayor MacPhee congratulated Vegreville Association for Living in Dignity (VALID) on their 60 years of service to the Town of Vegreville and surrounding area.

VALID delegations present included: Allison Steeden, Jody Nicholson, Hayley Scholze, Bert Vinet, Rebecca Henry, Rhonda Manz, Lorna Hnybida, Karen Streets.

5. **UNFINISHED BUSINESS**

5.1 BYLAW NO. 14-2019 ASSESSMENT OF DESIGNATED MANUFACTURED HOMES IN A MANUFACTURED HOME COMMUNITY BYLAW

2019-09-

That Bylaw No. 14-2019 be read for the second time this 23 day of September, 2019 A.D.

Tabled

6. CORRESPONDENCE

6.1 HONOURABLE KAYCEE MADU, MINISTER OF MUNICIPAL AFFAIRS - MINISTER'S AWARDS FOR MUNICIPAL EXCELLENCE SUBMISSION

2019-09-11

Moved By: Councillor Waters

That the correspondence dated September 23, 2019 from Honourable Kaycee Madu, Minister of Municipal Affairs, be received and filed.

I would like to thank you for your submission of the Youth Making a Change initiative to the Innovation category for the 2019 Minister's Awards for Municipal Excellence. Alberta's municipalities create, implement, and manage many excellent initiatives and practices that make our communities strong and responsive to our residents, businesses, and industries.

The Minister's Awards Review Committee reviewed 33 submissions to the program this year. Although your submission was not selected to receive an award, I appreciate your work to make Alberta municipalities stronger and your willingness to share your experiences with other municipalities.

I wish you continued success with this initiative.

Carried

6.2 KEN CRUTCHFIELD, PRESIDENT, NORTH SASKATCHEWAN WATERSHED ALLIANCE SOCIETY - MUNICIPAL CONTRIBUTION TO NSWA

2019-09-12

Moved By: Councillor Lemko

That the correspondence dated September 12, 2019 from Ken Crutchfield, President, North Saskatchewan Watershed Alliance Society, be received and filed.

I am pleased to provide a copy of the North Saskatchewan Watershed Alliance (NSWA) 2018-19 Annual Report, which summarizes the projects and collaborative partnerships that NSWA has conducted in your watershed during the past year. This important work was accomplished thanks to the generous support of over 40 municipalities in our shared watershed. We would again appreciate positive consideration by your Council for a \$0.50 per capita contribution to NSWA for 2020.

In addition to financial contributions from individual municipalities, our non-profit alliance depends on an annual operating grant from the Government of Alberta and contributions from EPCOR. More information about the NSWA, our bylaws, finances and projects can be found online at www.nswa.ab.ca.

How your financial contribution benefits your community

In 2005, Alberta Environment appointed NSWA as the Watershed Planning and Advisory Council for the North Saskatchewan River (NSR) basin under Water for Life: Alberta's Strategy for Sustainability. NSWA has made significant progress under this mandate, and in 2012 released an Integrated Watershed Management Plan (IWMP) for the North Saskatchewan River basin. This major undertaking provides advice and direction to protect the long-term supply and quality of water resources for future generations. IWMP implementation is now underway through strategic watershed partnerships with local municipalities and stewardship groups.

NSWA partners with individual municipalities and three sub-watershed alliances to assess local watershed conditions and issues coordinate inter-municipal projects, and develop harmonized land policies to support long-term sustainability of watershed resources. NSWA also provides technical expertise, grant application support, consultant coordination and facilitation services for meetings and workshops.

NSWA, in collaboration with its regional partners, successfully applied for over \$2.0 million worth of provincial and federal grants to support municipalities and local stewardship groups. See the attached table for examples of current watershed projects that NSWA is facilitating with local municipalities.

NSWA is helping to address many local watershed management issues including:

- *Riparian and wetland habitat conservation and restoration*
- *River and creek hydrology studies*
- *Natural areas and groundwater recharge area protection*

- Fisheries habitat and aquatic health assessments, including invasive species issues
- Long term impacts of land use changes on watershed health
- Best management practices and planning policies related to riparian, wetland and natural area protection, stormwater management and flood protection and water conservation.

NSWA is also involved in many major intergovernmental projects such as the North Saskatchewan Regional Land Use Framework, Edmonton Metro Region Growth Plan, Industrial Heartland Water Management and EPCOR's Drinking Water Protection Plan. This involvement, plus its close working relationship with many Alberta government agencies, allows NSWA to connect municipalities such as yours with the best resources to address watershed issues.

NSWA would be pleased to discuss any watershed issues of concern to your municipality and to provide a briefing if requested by your Council or Administration. If an elected municipal representative would like to serve on the NSWA Board of Directors, there will be an opportunity at the 2020 NSWA Annual General Meeting for the election of new board directors.

Please feel free to contact NSWA's Executive Director, Ms. Leah Kongsrude at 587-525-6827 or leah.kongsrude@nswa.ab.ca in this regard. Ms. Kongsrude has over 30 years' environmental experience including ten years in municipal government and appreciates the challenges and opportunities that municipalities face with local watershed management issues.

Carried

6.2.1 2020 CONTRIBUTION TO NSWA

2019-09-13

Moved By: Councillor Berry

That Council approve the funding request of \$0.50 per capita to the NSWA in the 2020 Operating Budget.

Carried

7. FINANCIAL

7.1 MONTHLY CASH STATEMENT - AUGUST 31, 2019

2019-09-14

Moved By: Councillor Brodziak

That the Town of Vegreville Monthly Cash Statement for the month ended August 31, 2019 be received and filed.

Carried

8. MEMORANDA

8.1 PAUL CASEY, CORPORATE SERVICES DIRECTOR - REQUEST FOR PENALTY CANCELLATION ON TAXROLL 200700

2019-09-15

Moved By: Councillor Rudyk

That Council approve the cancellation of the penalty of \$5,183.24 on tax roll 200700 due to administrative irregularity.

BACKGROUND

Tax roll 386000 was consolidated with tax roll 200700 for the 2019 Levy and therefore not assessed in 2019. Our tax clerk was unaware of the consolidation and continued collecting the pre-authorized payments on tax roll 386000 until June 30, 2019. At June 30, 2019 tax roll 386000 had a credit balance of \$4,752.60 which should have been transferred to tax roll 200700 as a result of the consolidation. Tax roll 200700 was also on pre-authorized payment plan. When the change was made in Diamond to consolidate the two tax rolls the pre-authorized payments were inadvertently discontinued. As of July 1, 2019, tax roll 200700 was assessed a penalty of \$5,183.24 for non-payment of taxes when in fact it should have continued with the pre-authorized payment plan.

FINANCIAL IMPLICATION

The net impact will be a reversal of the penalty of \$5,183.24,

COMMUNICATION

The taxpayer will be advised in writing of the penalty cancellation.

Carried

8.2 CLIFF CRAIG, TOWN MANAGER - ATCO ELECTRIC FRANCHISE FEE INCREASE

2019-09-16

Moved By: Councillor Lemko

That Town Council set the ATCO Electric Franchise Fee at 10%, effective January 1, 2020.

BACKGROUND

In 2008, the Town entered into a Franchise Agreement with ATCO Electric for a term of ten years. The ATCO Electric Franchise Agreement was renewed in 2017 for a term of ten years. Under the terms of the Agreement, there is a provision for the Town to change the Franchise Fee percentage annually. These costs are passed on directly to the residents of Vegreville by ATCO Electric. The Franchise Fee is based on the Distribution Tariff Revenue estimated by ATCO Electric for the upcoming year.

Franchise Fee History

2008	Jan 1	Franchise Fee established at 5% on signing of Franchise Agreement
2011	Jan 1	Franchise Fee increased from 5% to 6%
2015	Jan 1	Franchise Fee increased from 6% to 7%
2016	Jan 1	Franchise Fee increased from 7% to 8%
2017	Jan 1	Franchise Fee increased from 8% to 9% on Franchise Agreement renewal

At the September 3, 2019 Legislative Committee Meeting, the Franchise Fees for ATCO Electric were discussed with Town Council. The Town of Vegreville has been at the 9% Municipal Franchise Fee since January 2017. Town Council directed Administration to initiate the process to increase the ATCO Electric Franchise Fee to 10%, effective January 1, 2020.

FINANCIAL IMPLICATIONS

The increase of 1% to the ATCO Electric Franchise Fee would generate approximately \$68,000 additional revenue annually based on the Distribution Revenue Forecast for 2020 as provided by ATCO Electric. The cost of the Public Notice advertisement will be borne by the Town.

COMMUNICATION STRATEGY

A Public Notice must be published in the local newspaper. The public will then have 45 days from the publication of the notice to make any concerns known to the Town. The Town must respond to all concerns made known regarding the proposed Franchise Fee increase. After the 45-day period, the Town will advise ATCO Electric, who will apply to the Alberta Utilities Commission for approval. Based on an average consumption of 30 days at 625 kWh, the average residential increase would be approximately \$1.23.

Carried

9. BOARD MOTIONS

10. BYLAW

11. COUNCIL REPORTS

11.1 COUNCILLOR BERRY

Councillor Berry reported and/or attended on the following:

- Red Tape Reduction Meeting in Two Hills - September 12, 2019
- Northern Lights Library System Building Committee Meeting in Elk Point - September 13, 2019
- Round Table Meeting with Municipal Affairs Minister Kaycee Madu and MLA Jackie Armstrong-Homeniuk - September 17, 2019
- 30th Anniversary Presentation to Fjelstrom Greenhouses - September 17, 2019
- Legislative Committee Meeting - September 17, 2019
- Luncheon Meeting with Senator Simons - September 19, 2019
- Northern Lights Library System Board Meeting in Elk Point - September 21, 2019
- Town Council and Senior Management Team Photo Session at the Pysanka Park - September 23, 2019
- Pre-Budget Planning Meeting - September 23, 2019
- Regular Meeting of Town Council - September 23, 2019

11.2 COUNCILLOR BRODZIAK

Councillor Brodziaik reported and/or attended on the following:

- Red Tape Reduction Meeting in Two Hills - September 12, 2019
- Vegreville Economic Development Advisory Board Meeting - September 16, 2019
- Round Table Meeting with Municipal Affairs Minister Kaycee Madu and MLA Jackie Armstrong-Homeniuk - September 17, 2019
- 30th Anniversary Presentation to Fjelstrom Greenhouses - September 17, 2019
- Legislative Committee Meeting - September 17, 2019
- Luncheon Meeting with Senator Simons - September 19, 2019
- Town Council and Senior Management Team Photo Session at the Pysanka Park - September 23, 2019
- Pre-Budget Planning Meeting - September 23, 2019
- Regular Meeting of Town Council - September 23, 2019

11.3

COUNCILLOR LEMKO

Councillor Lemko reported and/or attended on the following:

- FCSS Strategic Planning Session and Board Meeting - September 12, 2019
- Red Tape Reduction Meeting in Two Hills - September 12, 2019
- Round Table Meeting with Municipal Affairs Minister Kaycee Madu and MLA Jackie Armstrong-Homeniuk - September 17, 2019
- 30th Anniversary Presentation to Fjelstrom Greenhouses - September 17, 2019
- Legislative Committee Meeting - September 17, 2019
- Haunted Hike Review with Vegreville Tourism Advisory Board - September 18, 2019
- Vegreville Library Board Meeting - September 18, 2019
- Luncheon Meeting with Senator Simons - September 19, 2019
- Town Council and Senior Management Team Photo Session at Pysanka Park - September 23, 2019
- Pre-Budget Planning Session - September 23, 2019
- Regular Meeting of Town Council - September 23, 2019

11.4 COUNCILLOR RUDYK

Councillor Rudyk reported and/or attended on the following:

- Federation of Canadian Municipalities (FCM) Quarterly Board Meetings in Kitchener, Waterloo - September 9-13, 2019
- Vegreville Community Health Networking Meeting - September 16, 2019
- Discovery Meeting with Zag Creative - September 16, 2019
- Vegreville Economic Development Board Meeting - September 16, 2019
- Round Table Meeting with Municipal Affairs Minister Kaycee Madu and MLA Jackie Armstrong-Homeniuk - September 17, 2019
- 30th Anniversary Presentation to Fjelstrom Greenhouse - September 17, 2019
- Legislative Committee Meeting - September 17, 2019
- Yellowhead East Health Advisory Meeting in Tofield - September 18, 2019
- Health Professionals Attraction and Retention Committee - September 19, 2019
- Drug and Vaping Awareness Meeting - September 19, 2019
- Luncheon Meeting with Senator Simons - September 19, 2019
- St. Joseph's General Hospital Community Board Meeting - September 19, 2019
- Car Dealerships and Economic Development Managers Meeting - September 20, 2019
- Town Council and Senior Management Team Photo Session at Pysanka Park - September 23, 2019
- Pre-Budget Planning Session - September 23, 2019
- Regular Meeting of Town Council - September 23, 2019

11.5 COUNCILLOR WARAWA

Councillor Warawa reported and/or attended on the following:

- Legislative Committee Meeting - September 3, 2019
- Special Meeting of Town Council with CAO- September 4, 2019
- Public Hearing - September 9, 2019
- Regular Meeting of Town Council - September 9, 2019

11.6 COUNCILLOR WATERS

Councillor Waters reported and/or attended on the following:

- Vegreville and District Child Development Coalition Meeting - September 11, 2019
- Red Tape Reduction Meeting on Two Hills - September 12, 2019
- Attended and Gave Greetings at The 39th Annual Terry Fox Run - September 15, 2019
- Vegreville and District Child Development Coalition Strategic Planning Meeting - September 16, 2019
- Round Table Meeting with Municipal Affairs Minister Kaycee Madu and MLA Jackie Armstrong-Homeniuk - September 17, 2019
- 30th Anniversary Plaque Presentation to Fjelstrom Greenhouses - September 17, 2019
- Legislative Committee Meeting - September 17, 2019
- Vegreville Region Physician & Health Professionals Attraction and Retention Committee Meeting - September 19, 2019
- Luncheon Meeting with Senator Simons - September 19, 2019
- Town Council and Senior Management Team Photo Session at the Pysanka Park - September 23, 2019
- Pre-Budget Planning Session - September 23, 2019
- Regular Meeting of Town Council - September 23, 2019

11.7 MAYOR MACPHEE**12. CLOSED SESSION ITEMS**

2019-09-17

Moved By: Councillor Rudyk

That Town Council close the session at 8:00 PM.

Carried

Mayor Tim MacPhee recessed the meeting at 8:00 PM.

Mayor Tim MacPhee reconvened at 8:07 PM.

12.1 FOIP ACT, DIVISION 2, SECTION 21 - DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS

12.2 OPEN SESSION

2019-09-18

Moved By: Councillor Lemko

That Town Council return to open session at 9:15 PM.

Carried

13. ADJOURNMENT

There being no further business to be brought before Council, Mayor MacPhee declared the Meeting adjourned at 9:15 PM..