



Town of Vegreville

Meeting Minutes

January 13, 2020 - 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, January 13, 2020 in the Council Chambers of the Town Administration Building, commencing at 6:59 PM with: Councillor Berry, Councillor Brodziak, Councillor Lemko, Councillor Warawa and Councillor Waters.

Absent: Councillor Rudyk

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

Public in attendance

1. CALL MEETING TO ORDER

2. ADOPTION OF AGENDA

2020-01-01

Moved By: Councillor Warawa

That the Agenda of the Regular Meeting of Town Council held on January 13, 2020 be adopted.

Carried

3. ADOPTION OF MINUTES

2020-01-02

Moved By: Councillor Waters

That the Minutes of the Regular Meeting of Town Council held on December 16, 2019 be received and filed.

Carried

4. DELEGATION

Mr. Perez entered the meeting at 6:59 PM.

4.1 7:00 PM ALLAN PEREZ

4.1.1 PUBLIC TRANSPORTATION

Mr. Perez made a presentation to Council discussing the potential for public transportation in Vegreville.

Mr. Perez left the meeting at 7:31 PM.

5. UNFINISHED BUSINESS

6. CORRESPONDENCE

6.1 HONOURABLE KAYCEE MADU, MINISTER OF MUNICIPAL AFFAIRS - ASSESSMENT MODELS

2020-01-03

Moved By: Councillor Berry

That the correspondence dated January 2, 2020 from the Honourable Kaycee Madu, Minister of Municipal Affairs, be received and filed.

As you may know, the assessment models for wells, pipelines and machinery and equipment, which are used to determine the assessed values of these assets for taxation purposes, have not been updated since 2005. Over the past year, Municipal Affairs has been working on a review of the assessment models to ensure new technology is accounted for, current cost structures and industry practices are reflected, and result in a fair and transparent relative distribution of

taxation.

The technical phase of the assessment model review, which included input from working groups of external subject matter experts, has now concluded. The initial results from the technical phase of the review indicate potentially significant shifts in assessment. As assessment changes can have consequential impacts to both municipalities and the oil and gas industry, I have determined additional engagement with industry and municipal associations is required before any final determinations are made.

Our aim is to ensure any changes resulting from the assessment model review do not have an adverse impact on the competitiveness of our energy sector or the viability of our rural municipalities. It is my intention this more robust stakeholder engagement be carried out in early 2020, with final decisions on the assessment model review to be made in spring. As a result, the changes to the assessment models will need to be deferred until the 2021 municipal tax year.

In the absence of new assessment models, assessment year modifiers (AYMs) need to be established for the 2020 tax year. These modifiers are similar to a consumer price index, and are used to adjust the property assessments for regulated industrial property from the base cost year in order to reflect current values. To support the budgeting process municipalities are undertaking, attached are the approved AYMs for the 2019 Assessment Year (2020 Tax Year).

In addition, a reduction in assessment for shallow gas assets will be applied for 2020 in order to continue the same magnitude of tax relief provided under the Shallow Gas Tax Relief Initiative (SGTRI) for 2019, and enable transition to the new assessment models for 2021. These wells and associated pipelines will receive a 35 per cent property assessment reduction for the 2020 tax year. It is my intention to apply the same criteria for this assessment reduction as were used to determine eligibility for tax relief under the SGTRI; there are approximately 70,000 wells and associated pipelines in Alberta meeting these criteria. As education tax credits will not be provided as they were under the SGTRI for 2019, municipalities will need to absorb the impact of this reduction in assessment.

Municipal Affairs is completing the annual updates to the Alberta Minister's Guidelines for taxation in 2020 to include the annual change to the AYMs, as well as the changes to the shallow gas assessments.

Further details on the engagement with municipal associations and industry organizations regarding the assessment model review will be provided by early January, 2020.

If you have any concerns regarding these changes, please contact Ethan Bayne, Assistant Deputy Minister, Municipal Assessment and Grants, at 780-415-1717, or ethan.bayne@gov.ab.ca.

Carried

7. FINANCIAL

8. MEMORANDA

8.1 KALEB BRINK, COMMUNICATIONS COORDINATOR - GOV-1010 MOBILE APPLICATION POLICY

2020-01-04

Moved By: Councillor Lemko

That Council adopt the GOV-1010 Mobile Application Policy as presented.

BACKGROUND

In 2019, the Town of Vegreville contracted All-Net Municipal Solutions to develop a Mobile Application to help broaden the Town's communication methods. The Mobile Application has several features that enhance how we're able to communicate with residents. The most notable being the Connect System – which is an alert system that enables the Town to send push notifications, emails, text messages, and voice calls to residents.

This policy sets foundational guidelines that will help Administration establish procedures that ensure resident's communication preferences remain respected.

COMMUNICATION STRATEGY

The policy will be posted to www.vegreville.com and shared with Town staff. There will also be a campaign to inform residents of our new Mobile Application and Connect System.

Carried

8.2 PAUL CASEY, CORPORATE SERVICES DIRECTOR - PENALTY CANCELLATION FOR TAXROLL 269000

2020-01-05

Moved By: Councillor Brodziak

That Council approve the cancellation of the penalty of \$229.05 on tax roll 269000 due to administrative error.

BACKGROUND

The taxpayer has been on the Town's pre-authorized payment plan since its inception and has never missed a payment. In

May 2019, she received her combined assessment and tax notice with the statement: **Property Tax Installment Program – Do Not Pay**. Subsequent to the issuance of the combined assessment and tax notice, a change of title was processed on this roll in error. The error was immediately caught and tax roll changed back to the correct owner. Unfortunately, once a change of title is processed it triggers a cessation of the Installment Payment Plan. This was not reinstated when the roll was corrected. As a result, no further pre-authorized payments were taken from the taxpayer's account and on July 1, 2019 a penalty of \$229.05 was applied to the outstanding balance. The sole reason for the penalty was a result of an administrative error on the Town's part. Therefore, we are requesting cancellation of the penalty issued July 1, 2019. The outstanding taxes (less the penalty amount) are paid in full as of December 30, 2019.

FINANCIAL IMPLICATION

The net impact will be a reversal of the penalty of \$229.05

COMMUNICATION

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

Carried

8.3 CLIFF CRAIG, TOWN MANAGER - VEGREVILLE REGIONAL MUSEUM TRANSITION COMMITTEE

2020-01-06

Moved By: Councillor Waters

That Town Council appoint the following members of Council to the Ad Hoc Vegreville Regional Museum Transition Committee:

Mayor Tim MacPhee
Councillor David Berry
Councillor Tina Warawa

BACKGROUND

It was discussed and determined at the January 7, 2020 Legislative Committee Meeting that Town Council should establish an Ad Hoc Committee to work and liaise with the Vegreville Regional Museum Society Board during the transition of the Museum. Council has requested that the Vegreville Regional Museum Society Board also establish an Ad Hoc Committee for this purpose.

This Committee will disband after an acceptable plan of action has been developed and agreed on by both parties for the transition of the Museum.

COMMUNICATION STRATEGY

The Town will inform Vegreville Regional Museum Society Board of the appointed members of Council of the Ad Hoc Museum Transition Committee.

Carried

8.4 CLIFF CRAIG, TOWN MANAGER - SCHOOL RESOURCE OFFICER PROGRAM

2020-01-07

Moved By: Councillor Berry

That Town Council provide notice to the Minister of Public Safety and Emergency Preparedness for the elimination of the School Resource Officer position from the Vegreville Detachment, effective December 31, 2020; and

Further that the School Resource Officer Program is discontinued, effective December 31, 2020.

BACKGROUND

The School Resource Officer [SRO] Program and funding was discussed during the 2020 Budget deliberations with Town Council and Senior Management. The SRO Program has realized benefits to the local schools and community since its inception in Vegreville in 2015. Elk Island Public School Board, Elk Island Separate School Board and Town of Mundare have been funding partners for the SRO Program since 2015. Recently, the Provincial Government announced reduced funding models for school boards across the province in its October 2019 Budget. At this point, Elk Island Public Schools cannot confirm funding beyond December 2020 for the SRO Program in the Vegreville schools. In addition, the Town of Vegreville has seen a decrease in its taxable assessment, and Council discussed that the economy and times have changed in Vegreville since 2015. The consensus of Council was to fund the SRO Program for 2020 and provide notice of cancellation of the SRO Program to the RCMP, effective December 31, 2020.

FINANCIAL IMPLICATIONS

The net annual savings to the Town would be:

Reduction of one RCMP Member	\$120,000
Elk Island Public Schools	(15,000)
Elk Island Separate Schools	(4,000)
Town of Mundare	(2,000)
Net Annual Savings	<u>\$ 99,000</u>

COMMUNICATION STRATEGY

The Town will notify the Minister of Public Safety and Emergency Preparedness and S/Sgt Terry Hyggen in writing of the decision of Council. Written notifications will also be forwarded to Elk Island Public School Board, Elk Island Separate School Board, Town of Mundare and the applicable schools. A press release will be sent to local news outlets, posted on our website and social media accounts.

Carried

9. BOARD MOTIONS

9.1 MIKE COOPER, LIBRARY BOARD CHAIR - NEW LIBRARY BOARD MEMBER

2020-01-08

Moved By: Councillor Lemko

That Town Council appoint Pauline Halina to the Centennial Library Board for a three-year term, with the possibility of extension for an additional three-year term.

The Town of Vegreville Library Board members have approved the application of Pauline Halina to serve on the Board. We recommend that Town Council appoint her for a three-year term, with the possibility of extension for an additional three-year term. With her appointment the Library Board will once again be at it's maximum number of members as per the Library Act.

We request a letter acknowledging her appointment be forwarded to her as well as the Library Board upon your approval.

Carried

10. BYLAW

11. COUNCIL REPORTS

11.1 COUNCILLOR BERRY

Councillor Berry reported and or attended on the following:

- Town Council and CAO Meeting - December 17, 2019
- Season's Greetings and Delivery of Oranges to St. Michael's Manor, Homestead Lodge and Heritage House - December 18, 2019
- Christmas Greetings and Thanks to the Vegreville Volunteer Fire Department - December 18, 2019
- Season's Greetings and Delivery of Oranges to Lions Golden Villa, Parkview Manor and St. Anne's Manor - December 19, 2019
- CAO Evaluation Meeting with Council - January 7, 2020
- Legislative Committee Meeting - January 7, 2019
- Vermilion River Watershed Alliance Executive Conference Call re: Agenda for Upcoming Meeting of the Board - January 8, 2020
- M.D. Minburn Foundation Board Meeting - January 9, 2020
- CAO Evaluation Committee Meeting - January 9, 2020
- Regular Meeting of Town Council - January 13, 2020

11.2 COUNCILLOR BRODZIAK

Councillor Brodziak reported and or attended on the following:

- Town Council and CAO Meeting - December 17, 2019
- Season's Greeting and Delivery of Oranges to St. Michael's Manor, Homestead Lodge and Heritage House - December 18, 2019
- Season's Greetings and Delivery of Oranges to Lions Golden Villa, Parkview Manor and St. Anne's Manor - December 19, 2019
- CAO Evaluation Meeting with Council - January 7, 2020
- Legislative Committee Meeting - January 7, 2020
- Vegreville and District Chamber of Commerce Board Meeting - January 9, 2020
- CAO Evaluation Meeting with Council - January 9, 2020
- Regular Meeting of Town Council - January 13, 2020

11.3 COUNCILLOR LEMKO

Councillor Lemko reported and or attended on the following:

- Town Council and CAO Meeting - December 17, 2019
- Season's Greetings and Delivery of Oranges to St. Michael's Manor, Homestead Lodge and Heritage House - December 18, 2019
- Christmas Greetings and Thanks to the Vegreville Volunteer Fire Department - December 18, 2019
- Season's Greetings and Delivery of Oranges to Lions Golden Villa, Parkview Manor and St. Anne's Manor - December 19, 2019

- Vegreville Centennial Library 100th Anniversary Celebrations Planning Meeting - December 19, 2019
- Meeting with Volunteer Firefighters - January 6, 2020
- CAO Evaluation Meeting with Council - January 7, 2020
- Legislative Committee Meeting - January 7, 2020
- Vegreville Centennial Library 100th Anniversary Celebrations Planning Meeting - January 9, 2020
- CAO Evaluation Meeting with Council - January 9, 2020
- Regular Meeting of Town Council - January 13, 2020

11.4 COUNCILLOR RUDYK

11.5 COUNCILLOR WARAWA

11.6 COUNCILLOR WATERS

Councillor Waters reported and or attended on the following:

- Town Council and CAO Meeting - December 17, 2019
- Season's Greetings and Delivery of Oranges to St. Michael's Manor, Homestead Lodge and Heritage House - December 18, 2019
- Dr. Hasaballa Welcome Luncheon - December 18, 2019
- Christmas Greetings and Thanks to the Vegreville Fire Department - December 18, 2019
- Attended "An Unexpected Christmas" at the Alliance Church - December 18, 2020
- Served a Christmas Lunch at the Vegreville Composite School - December 19, 2019
- Season's Greetings and Delivery of Oranges to Lions Golden Villa, Parkview Manor and St. Anne's Manor - December 19, 2019
- CAO Evaluation Meeting with Council - January 7, 2020
- Legislative Committee Meeting - January 7, 2020
- MD Minburn Foundation - January 9, 2020
- CAO Evaluation Meeting with Council - January 9, 2020
- Vegreville and District Child Development Coalition - January 13, 2020
- Regular Meeting of Town Council - January 13, 2020

11.7 MAYOR MACPHEE

Mayor MacPhee reported and or attended on the following:

- Town Council and CAO Meeting - December 17, 2019
- Season's Greetings and Delivery of Oranges to St. Michael's Manor, Homestead Lodge and Heritage House - December 18, 2019
- Lunch at Vegreville Composite School - December 18, 2019
- Season's Greetings and Delivery of Oranges to Lions Golden Villa, Parkview Manor and St. Anne's Manor - December 18, 2019
- "Coffee with a Cop" - January 3, 2020
- Meeting with Volunteer Firefighters - January 6, 2020
- CAO Evaluation Meeting with Council - January 7, 2020 - January 7, 2020
- Legislative Committee Meeting - January 7, 2020
- Interview with Reporter - January 9, 2020
- CAO Evaluation Meeting with Council - January 9, 2020
- John S. Batiuk Water Commission Meeting - January 9, 2020
- Meeting with Chromtec - January 9, 2020
- Regular Meeting of Town Council - January 13, 2020

12. CLOSED SESSION ITEMS

2020-01-09

Moved By: Councillor Waters

That Town Council close the session at 8:00 PM

Carried

Mayor MacPhee recessed the meeting at 8:00 PM. Public left the meeting at 8:00 PM.

Mayor MacPhee reconvened the meeting at 8:16 PM.

12.1 FOIP ACT, DIVISION 2, SECTION 16 - DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY

12.2 FOIP ACT, DIVISION 2, SECTION 16 - DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY

12.3 OPEN SESSION

2020-01-10

Moved By: Councillor Brodziak

That Town Council return to open session at 9:00 PM.

Carried

12.3.1 VEGREVILLE REGIONAL MUSEUM TRANSITION COMMITTEE

2020-01-11

Moved By: Councillor Waters

That Town Council appoint Jerrold Lemko as an alternate Council member to the Museum Ad-Hoc Committee.

Carried

13. ADJOURNMENT

There being no further business to be brought before Council, Mayor MacPhee declared the Meeting adjourned at 9:09 PM.