

ADOPTION OF AGENDA

#2017-APR-03 REGULAR MEETING OF TOWN COUNCIL – MONDAY, APRIL 10, 2017

Councillor Berry moved that the Agenda of the Regular Meeting of Town Council held on Monday, April 10, 2017 be received and filed.

Carried unanimously.

ADOPTION OF MINUTES

2017-APR-04 REGULAR MEETING OF TOWN COUNCIL – MONDAY, MARCH 27, 2017

Councillor Brodziak moved that the Minutes of the Regular Meeting of Town Council held on Monday, March 27, 2017 be received and filed.

DELEGATIONS

WILDE & COMPANY – 2016 AUDITED FINANCIAL STATEMENTS

Kyle Bodnarchuk, C.A. and Meghan Saskiw, C.A. of Wilde and Company, Chartered Accountants attended the meeting as a delegation to present the draft Town of Vegreville 2016 Audited Financial Statements.

Mr. Bodnarchuk expressed his gratitude and appreciation to the Town Administration staff on the completion of the 2016 audit.

Mr. Bodnarchuk and Mrs. Saskiw highlighted and brought to the attention of Town Council many items within the document.

The delegation answered questions and inquiries from Council.

Mayor and Council thanked the delegation for their presentation.

Kyle Bodnarchuk and Meghan Saskiw left at 7:24 p.m.

KNIGHTS OF COLUMBUS – LEN BABYN, C150 CANADA DAY BUDGET

Len Babyn of the Knights of Columbus attended the meeting as a delegation to discuss the Heritage Canada Day budget for the Canada Day celebrations.

Mayor Hayduk moved to donate \$5000 to the Knights of Columbus towards their C150 Canada Day Celebrations Budget.

Carried unanimously.

Len Babyn left the meeting at 7:46 p.m.

CORRESPONDENCE

#2017-APR-05 HONOURABLE DIANE LEBOUTHILLIER, MINISTER OF NATIONAL REVENUE – LETTER ON CPC CLOSURE CORRESPONDENCE

Correspondence dated March 23, 2017 from Honourable Diane Lebouthillier, P.C., M.P., Minister of National Revenue stating:

Thank you for your correspondence about the closure of the Case Processing Centre (CPC) in Vegreville, and for your understanding regarding the delay of this response.

This matter is the responsibility of my colleague, the Honourable Ahmed D. Hussen, Minister of Immigration, Refugees and Citizenship Canada. Therefore, I am sending him a copy of our correspondence to make him aware of your concerns.

Thank you for writing. I trust this referral is satisfactory.

Councillor Simpson moved that the correspondence dated March 23, 2017 from Honourable Diane Lebouthillier, P.C., M.P., Minister of National Revenue, be received and filed.

Carried unanimously.

#2017-APR-06 HONOURABLE STEPHANIE MCLEAN, MINISTER OF SERVICE ALBERTA – LETTER ON SUPERNET & RURAL BROADBAND

Correspondence dated March 27, 2017 from Honourable Stephanie McLean, Minister of Service Alberta stating:

As Minister of Service Alberta, I appreciate the opportunity to reach out to you personally about the work my ministry is undertaking with respect to SuperNet and the support of rural broadband in the province.

Our government understands the importance of maintaining vibrant and sustainable communities, and we know that community leaders like you believe that access to government services and quality internet are some of the keys. Keys to encouraging our youth to make home in rural Alberta, retaining local skills and talent, attracting new industry and opportunity, and helping businesses to thrive. You have reached out to us about the importance of SuperNet and broadband through the recent Alberta Urban Municipalities Association (AUMA) and Association of Alberta Municipal Districts and Counties (AAMDC) surveys, fall conventions and resolutions, direct conversations with my department, and through correspondence with my colleagues in Cabinet. I thank you for the time you have taken to reach out, we have heard your concerns, and I can share that we are actively looking at how to provide support on these important issues.

Also recently, the Canadian Radio-television and Telecommunications Commission (CRTC) announced that broadband is a basic service that should be available to all Canadians, and both the federal government and CRTC are in varying stages of releasing broadband funding programs. We have spent time with both these groups, advocating on behalf of Albertans, and we support these important decisions. To that end, my department is already working with communities and Internet Service Providers (ISPs) across Alberta who are considering submitting applications for funding.

At the same time as many of you are looking into municipal solutions or partnerships to enable better internet for your rural residents, the current SuperNet operating agreement with Axia SuperNet Ltd. is expiring on June 30, 2018. While SuperNet is not the internet, and primarily connects public sector sites in the province; it is also one of the networks used by municipalities and ISPs to bring internet into rural Alberta. We need to take action, and considering the valuable stakeholder insights shared with us, our government has been looking at options for moving forward.

Our government values open communication and recognizes that many communities are making efforts to improve broadband at home. While this process unfolds and we confirm government's direction, we want to caution municipalities on signing long-term agreements with ISPs. The landscape and arrangements could change and we want to position you for success. If you are considering a municipal partnership or agreement with an ISP, please contact our SuperNet Secretariat toll-free for guidance. They can be reached at 1-888-777-4010.

The government will be discussing our approach for the future of SuperNet and potential rural broadband supports in early 2017, and we will ensure you are aware of those decisions.

Thank you for your continued efforts on behalf of the people of Alberta.

Councillor Simpson moved that the correspondence dated March 27, 2017 from Honourable Stephanie McLean, Minister of Service Alberta be received and filed.

Carried unanimously.

MEMORANDA

#2017-APR-07 LAURIE EVANS, COMMUNITY SERVICES DIRECTOR – DISABILITY MANAGEMENT POLICY – POLICY# 2017-12

A Request for Council Decision dated April 10, 2017 from Laurie Evans, Community Services Director stating:

The Town of Vegreville values its employees and understands they are an integral part of our day to day operations. Currently, Town of Vegreville workers have no formal process for returning safely back to work after an injury or illness. This new Disability Management Policy outlines the process for a worker to integrate back into the work force at the safest and earliest opportunity.

Councillor Rudyk moved that Town Council approve and adopt Town of Vegreville Policy# 2017-12 – Disability Management.

Carried unanimously.

#2017-APR-08 PAUL CASEY, CORPORATE SERVICES DIRECTOR, TRANSFERS TO RESERVES - 2016

A Request for Council Decision dated April 7, 2017 from Paul Casey, Corporate Services Director stating:

Operating and Capital funds have been set aside in the following reserves as part of the 2016 Year End process.

#2017-APR-09 CLIFF CRAIG, TOWN MANAGER – 2016 AUDITED FINANCIAL STATEMENTS

A Request for Council Decision dated April 7, 2017 from Cliff Craig, Town Manager stating:

Wilde and Company Chartered Professional Accountants has conducted and completed the audit for the year ending December 31, 2016.

Wilde and Company are presenting the 2016 Audited Financial Statements to Town Council at the Regular Council Meeting on Monday, April 10, 2017 for approval.

Copies of the 2016 Audited Financial Statements will be available at the Town Office, and will also be posted on the Town’s website, following approval by Council.

Councillor MacPhee moved that Town Council approve the 2016 Audited Financial Statements as presented by Wilde and Company Chartered Professional Accountants,

Carried unanimously.

#2017-APR-10 PAUL CASEY, CORPORATE SERVICES DIRECTOR – 2017 OPERATING BUDGET

A Request for Council Decision dated April 7, 2017 from Paul Casey, Corporate Services Director stating:

After months of preparation, Directors made presentations to Town Council regarding their respective proposed 2017 Budgets. Council and Administration had numerous meetings to discuss and deliberate these proposed Budgets. The Operating Budget is the foundation for the municipality to implement business plans and priorities.

The proposed Budget includes the following highlights:

- Property Tax increase of 0%
- Taxation Ration:
 - 47% Residential and 53% Non-Residential
- Strategic Planning Objectives:
 - Facilities Master Plan \$ 40,000
 - Recreation Master Plan \$ 200,000
 - Communications Master Plan \$ 20,000
 - Enhanced Master Plan \$ 25,000
 - IT Master Plan \$ 30,000
 - Review of ICSP Plan \$ 10,000

The property tax levy remains unchanged from 2016. There is a 1% Wage Adjustment included for 2017.

Councillor Berry moved that Town Council approve the Town of Vegreville 2017 Operating Budget as follows and as presented:

Revenues	\$19,445,951
Expenses	<u>\$19,441,628</u>
Surplus	\$ 4,323

Carried unanimously.

#2017-APR-11 PAUL CASEY, CORPORATE SERVICES DIRECTOR – 2017 CAPITAL BUDGET

A Request for Council Decision dated April 7, 2017 from Paul Casey, Corporate Services Director stating:

After presentations by the Directors to Town Council regarding their respective proposed 2017 Capital requirements, Council and Administration held Capital Budget meetings to discuss and deliberate these proposed projects.

The 2017 Capital Budget is comprised of the following funding components:

Capital Grants	\$ 2,170,000
Debentures	\$ 8,000,000
Reserve Funds	\$ 227,500
Operations	<u>\$ 91,500</u>
Capital Budget	<u>\$10,488,500</u>

Councillor Simpson moved that Town Council approve the Town of Vegreville 2017 Capital Budget totalling \$10,488,500 as presented.

In favour: Mayor Hayduk, Councillor Berry, Councillor Brodziak, Councillor Rudyk and Councillor Simpson

Opposed: Councillor Macphee

Carried.

BOARD MOTIONS

#2017-APR-12 LAND USE COMMITTEE – MEMORANDUM ON MUNICIPAL RESERVE LAND SALE

A Memorandum dated March 29, 2017 from Mandy Franke, Land Use & Compliance Clerk stating:

An inquiry was initially received by the Town to purchase a parcel of Municipal Reserve designated land. The Land Use Committee was required to discuss the potential sale of certain MR designated lands.

September 14 & 21, 2016

An Advertisement was placed in the Vegreville News Advertiser as well as on social media to pique interest in residents regarding the potential sale of Municipal Reserve Lands. The Ad displayed the eight (8) different, potential locations and encouraged people to call the Planning & Development office and ask questions and there were also many letters received from concerned residents.

November 29, 2016:

The letters received were reviewed and taken to the November Land Use Committee Meeting where they were discussed by the Committee members.

The Committee members took into consideration the concerns that people raised regarding the different areas and agreed to remove four (4) of the areas. The four (4) remaining areas included the following: Areas 2, 3, 6 & 7.

An RCD would be drafted for the remaining areas.

December 5, 2016:

A Request for Council Decision was drafted, as per the recommendation from the Land Use Committee, for the removal of the MR Designation from four (4) different, potential areas (Areas 2, 3, 6 & 7).

Planning & Development also drafted up the potential financial implications associated with the removal of the MR Designation and presented that with the RCD.

December 20, 2016:

The Planning & Development Department, on behalf of the Land Use Committee, drafted a response to the nine (9) letters received, at that time.

January 11 & 18, 2017:

An Advertisement was placed in the Vegreville News Advertiser for two (2) weeks promoting the Open House that was being held on January 26, 2017.

January 24, 2017:

Land Use Committee meeting was held and Planning & Development let the Committee know that they had prepared maps and handouts outlining the potential areas. Planning and Development also created a list of ideas/projects that could benefit from the potential revenue that would be available from the sale of these lands in the Parks and Recreation aspect.

January 26, 2017 from 3 p.m. - 7 p.m.:

The Planning & Development Department, along with members of the Land Use Committee held an Open House at the Vegreville Centennial Library to inform residents of the intent and benefits of the potential sale of the four (4) different Municipal Reserve Lands. It also gave residents the ability to meet the members of the Committee and ask questions, or to have things clarified.

A feedback form was also handed out to the attendees and many were filled out and returned with various concerns regarding the different areas in question.

March 28, 2017:

Land Use Committee meeting was held and after reviewing the input from the general public the Land Use Committee has decided to abandon the removal of the MR designation's from all areas being reviewed.

There were multiple letters asking the committee to leave the lands as green space, and zero in support of the project.

The Land Use Committee unanimously voted to not remove the MR designation from any of the lands within the Town.

Councillor Berry moved that the memorandum dated March 29, 2017 from Mandy Franke, Land Use & Compliance Clerk be received and filed.

Carried unanimously.

BYLAW

#2017-APR-13 BYLAW NO. 10-2017 ELECTRIC DISTRIBUTION SYSTEM FRANCHISE AGREEMENT – FIRST READING

A Request for Council Decision dated April 10, 2017 from Cliff Craig, Town Manager stating:

The Town of Vegreville has had a formal agreement in place with ATCO Electric Ltd. to provide electrical distribution service within the Municipality since 2008. This agreement allows for their company's electrical distribution system to be placed within Municipal owned roadways, right-of-aways, and other lands controlled by the Municipality. The current agreement was effective on January 28, 2008 for a period of ten (10) years and is set to expire on January 28, 2018. ATCO Electric Ltd. have requested to renew the agreement for a period of ten years, with two renewal options of five years each. The proposed agreement is a template agreement developed by ATCO Electric and AUMA. The template agreement received Alberta Utilities Commission approval in 2012. This agreement, similar to prior agreements, has a provision of a franchise fee that is paid to the Town for consideration in allowing the utility system to be in place. The franchise fee percentage for Vegreville is at 9% effective January 1, 2017. The maximum allowable fee is 20%. The Town has the option to change the franchise fee annually.

The initial step in the renewal process requires first reading to a Bylaw to be passed by Town Council to enter into the Electric Distribution System Franchise Agreement. After first reading of the Bylaw, a certified copy of the Bylaw will be forwarded to the Regulatory Manager at ATCO Electric Ltd. for review. ATCO Electric is required to advertise a Notice of Application to the Alberta Utilities Commission in the local newspaper. Any objections or concerns will be submitted with the application and Bylaw to the Alberta Utilities Commission where a decision will be rendered. If the Commission approves the application for the agreement, the Bylaw will come back to Council for consideration of second and third readings.

Section 45 of the Municipal Government Act governs the granting of franchise by a municipality for utility services.

The franchise revenue generated by electrical distribution is a significant source of funding to the Town's annual operating budget. The following is a summary of revenue from the past 5 years:

2012	\$289,087	Franchise Fee 6%
2013	\$297,128	Franchise Fee 6%
2014	\$341,345	Franchise Fee 6%
2015	\$399,008	Franchise Fee 7%
2016	\$445,322	Franchise Fee 8%

The proposed agreement includes the 9% [January 1, 2017] franchise fee rate. Revenue growth is based on the addition of new customers and increases in delivery rates charged by ATCO Electric. The price of electricity no longer plays a role in the determination of this revenue.

ATCO Electric Ltd. will publish the Notice of Application to the Alberta Utilities Commission which will be advertised in the local newspaper prior to submission to the Commission. The Bylaw will be presented at Regular Council Meetings for the required readings.

Councillor Simpson moved that Town Council authorize First Reading to Bylaw 10-2017 the Electric Distribution System Franchise Agreement with ATCO Electric Ltd.

Carried unanimously.

SUPPLEMENTAL

#2017-APR-14 VEGREVILLE AND DISTRICT CHAMBER OF COMMERCE – LETTER OF RELOCATION

Correspondence dated April 10, 2017 from Elaine Kucher, General Manager, Vegreville and District Chamber of Commerce stating:

On behalf of the Vegreville and District Chamber of Commerce I would like to advise of a decision the Chamber has come to in regards to a new office location. Community Futures Elk Island has recently purchased a property on Main Street and has invited the Chamber of Commerce to join them in their new location. After much discussion it was decided that the Main Street location would work well for the Chamber as it would put our office back in the heart of the business community.

The combination of the three offices has always worked well and although we will be in different locations I am confident that the working relationship will remain strong. The Chamber would like to thank Town Council for all they have done in the past and for always including the Chamber in various moves. It is very much appreciated that the Chamber was always consulted and considered.

Councillor Brodziak moved that the correspondence dated April 10, 2017 from Elaine Kucher, General Manager, Vegreville and District Chamber of Commerce be received and filed.

Carried unanimously.

COUNCIL REPORTS

MAYOR HAYDUK

Mayor Hayduk reported and/or attended on the following:

- Budget Discussion Meeting – March 30, 2017
- Legislative Committee Meeting – April 5, 2017
- Case Processing Centre Advocacy Campaign Video Shoot – April 6, 2017
- School Resource Officer Stakeholder Meeting – April 6, 2017
- Covenant Health Foundation Appreciation Event at St. Joseph's Hospital – April 7, 2017
- Vegreville Legion Vimy Ridge March – April 9, 2017
- Special Meeting of Town Council – April 10, 2017
- Regular Meeting of Town Council – April 10, 2107

COUNCILLOR BERRY

Councillor Berry reported and/or attended on the following:

- Land Use Committee Meeting – March 28, 2017
- Budget Discussion Meeting – March 30, 2017
- Legislative Committee Meeting – April 5, 2017
- Case Processing Centre Advocacy Campaign Video Shoot – April 6, 2017
- Perogies and Jam – Final Show of the Season – April 8, 2017
- Special Meeting of Town Council – April 10, 2017
- Regular Meeting of Town Council – April 10, 2107

COUNCILLOR BRODZIAK

Councillor Brodziak reported and/or attended on the following:

- Land Use Committee Meeting – March 28, 2017
- Vegreville Economic & Development Advisory Board Meeting – March 29, 2017
- Budget Discussion Meeting – March 30, 2017
- Family & Community Support Services Meeting – April 4, 2017
- Legislative Committee Meeting – April 5, 2017
- Case Processing Centre Advocacy Campaign Video Shoot – April 6, 2017
- School Resource Officer Stakeholder Meeting – April 6, 2017
- Sherwood Park Trade Show for Economic Development & Tourism – April 9, 2017
- Special Meeting of Town Council – April 10, 2017
- Regular Meeting of Town Council – April 10, 2107

COUNCILLOR MACPHEE

Councillor MacPhee reported and/or attended on the following:

- Budget Discussion Meeting – March 30, 2017
- Vegreville & District Chamber of Commerce vEGGfest Meeting – April 3, 2017
- Family and Community Support Services Meeting – April 4, 2017
- Legislative Committee Meeting – April 5, 2017
- School Resource Officer Stakeholder Meeting – April 6, 2017
- Vegreville & District Chamber of Commerce Meeting – April 6, 2017
- Vegreville Legion Vimy Ridge March – April 9, 2017
- Special Meeting of Town Council – April 10, 2017
- Regular Meeting of Town Council – April 10, 2107

COUNCILLOR RUDYK

Councillor Rudyk reported and/or attended on the following:

- Tourism Committee – Stay & Play Meeting – March 28, 2017
- Northeast Alberta Information HUB Meeting in St. Paul – March 29, 2017
- Vegreville Economic & Development Advisory Board Meeting – March 29, 2017
- Budget Discussion Meeting – March 30, 2017
- Tourism Committee – Stay & Play Meeting – April 3, 2017
- Legislative Committee Meeting – April 5, 2017
- Status of Women “Ready for Her” Video Shoot in Edmonton – April 6, 2017
- Case Processing Centre Advocacy Campaign Video Shoot –April 6, 2017
- Women of Vision Awards in Edmonton – April 7, 2017
- Covenant Health Foundation Appreciation Event at St. Joseph’s Hospital – April 7 , 2017
- Special Meeting of Town Council – April 10, 2017
- Regular Meeting of Town Council – April 10, 2017

COUNCILLOR SIMPSON

Councillor Simpson reported and/or attended on the following:

- Land Use Committee Meeting – March 28, 2017
- Legislative Committee Meeting – April 5, 2017
- RCMP New Build Committee – April 6, 2017
- Case Processing Centre Advocacy Campaign Video Shoot –April 6, 2017
- Vegreville Legion Vimy Ridge March – April 9, 2017
- Special Meeting of Town Council – April 10, 2017
- Regular Meeting of Town Council – April 10, 2017

#2017-APR-15

Councillor Simpson moved that Town Council go in-camera at 8:37 p.m.

Carried unanimously.

Mayor Hayduk declared a recess at 8:37 p.m.

Mayor Hayduk reconvened the meeting at 8:40 p.m.

#2017-APR-16

Councillor Simpson moved that Town Council come out of camera at 9:18 p.m.

Carried unanimously.

There being no further business to be brought before Council, Mayor Hayduk declared the Meeting adjourned at 9:18 p.m.

MYRON HAYDUK
Mayor

CLIFF CRAIG
Town Manager