

## ADOPTION OF AGENDA

### #2017-APR-17 REGULAR MEETING OF TOWN COUNCIL – MONDAY, APRIL 24, 2017

Councillor MacPhee moved that the Agenda of the Regular Meeting of Town Council held on Monday, April 24, 2017 be received and filed.

Carried unanimously.

## ADOPTION OF MINUTES

### 2017-APR-18 SPECIAL MEETING OF TOWN COUNCIL – MONDAY, APRIL 10, 2017

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

Carried unanimously.

### 2017-APR-19 REGULAR MEETING OF TOWN COUNCIL – MONDAY, APRIL 10, 2017

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

Carried unanimously.

## CORRESPONDENCE

### #2017-APR-20 ALBERTA ASSOCIATION OF MUNICIPAL DISTRICTS AND COUNTIES AND ALBERTA URBAN MUNICIPAL ASSOCIATIONS – LETTER TO PROVINCIAL MUNICIPAL ASSOCIATIONS

Correspondence dated April 12, 2017 from Al Kemmere, President, AAMD&C and Lisa Holmes, President, AUMA stating:

*Residents in rural Canada appreciate that federal government facilities located in their communities not only provide important public services but also much needed economic support and stability. In every region of this country, these federal facilities are a major employer which retains workers and their families and help ensure the viability of these communities into the future.*

*Rural communities remain critical to the economic, social and environmental fabric of Canada and they need the support of our federal government. In fact, during the last election the federal government made a campaign commitment to “...strengthen our communities by investing in the things that make them good places to live.”*

*However, recent decisions by the government to close federal facilities do not reflect this commitment. For example, in October 27, 2016 the federal government announced plans to close the Case Processing Centre (CPC) and that all 236 staff positions would be relocated to Edmonton. The Town and CPC staff are still struggling to understand how or why this decision was made. There was no consultation with town council, no business case or economic impact report shared with the public, and no prior notice to the staff.*

*That is why the Alberta Association of Municipal Districts and Counties (AAMD&C) and the Alberta Urban Municipalities Association (AUMA) supported a resolution adopted by the Federation of Canadian Municipalities (FCM) encouraging the federal government to consult with rural municipalities and establish a policy framework to guide federal office moves. While the FCM has adopted this resolution, the issue will also be raised during the policy conversation at their AGM being held in June this summer. A copy of the recent letter FCM sent to Honourable Judy Foote regarding the resolution is attached.*

*The FCM has long urged the federal government to consult with municipalities on the location of federal facilities and for the federal decision-making to consider the unique circumstances and challenges in rural communities. In fact, the FCM has previously submitted formal requests that the federal government look at issues and public policy through rural “lenses” and to generate a horizontal perspective within the machinery of government on the challenges and program requirements of rural Canada. The Vegreville CPC decision is further proof that this has not yet occurred.*

*As the provincial municipal associations in Alberta, we are asking our colleagues across the country to lend your voice to the #ruralCanadamatters campaign. It is our hope that you will show your support for Vegreville and rural Canada by writing to Minister Foote and calling your provincial MPs to request that the Government of Canada:*

- Establish clear performance criteria for federal facilities in rural communities and;
- Prior to any decision by a federal department on relocating a federal facility, that a business case including an economic impact analysis be submitted to Public Services and Procurement Canada and that the local community be fully consulted on the relocation.

As municipal associations we need to stand together and send a message of solidarity and strength to the federal government that all communities matter. We look forward to your support and hearing more from you and your members on this issue when we meet at the FCM conference in June.

Councillor Rudyk moved that the correspondence dated April 12, 2017 from Al Kemmere, President, AAMD&C and Lisa Holmes, President, AUMA be received and filed.

Carried unanimously.

#### **#2017-APR-21 HONOURABLE SHAYE ANDERSON, MLA LEDUC-BEAUMONT – LETTER TO MINISTER OF IMMIGRATION**

Correspondence dated April 12, 2017 from Honourable Shaye Anderson, Minister of Municipal Affairs to Honourable Ahmed Hussen stating:

*I am writing to you today on behalf of the Government of Alberta to express my concern over the Government of Canada's decision to relocate the Immigration, Refugees and Citizenship Canada's Case Processing Centre (CPC) from Vegreville, Alberta to a new location in Edmonton, Alberta by the end of 2018.*

*I understand the decision to relocate the CPC is intended to improve efficiency in light of increased demand on Immigration, Refugees and Citizenship Canada's various lines of business. I also understand that ease of access to amenities in Edmonton makes it easier for federal recruitment efforts; however, I am concerned impacts of the closure have not been adequately considered.*

*The decision to relocate the CPC to Edmonton will have a profound negative impact on workers and their families. The CPC provides 236 jobs in Vegreville and surrounding areas and is Vegreville's single largest employer. As Minister of Municipal Affairs, I am concerned this decision may signal reduced support for rural communities in Alberta and across Canada.*

*There is a growing list of municipalities that have voiced concerns along with the Mayor of Vegreville that have stated this decision is devastating to their communities. The Public Service Alliance of Canada, the Alberta Association on Municipal Districts and Counties (AAMDC), the Alberta Urban Municipalities Association (AUMA) and the Federation of Canadian Municipalities (FCM) have also voiced their concern and opposition to the CPC relocation to Edmonton. I am asking you to reconsider your government's decision in light of these concerns. I look forward to your response on this important issue.*

Councillor Simpson moved that the correspondence dated April 12, 2017 from Honourable Shaye Anderson, Minister of Municipal Affairs to Honourable Ahmed Hussen be received and filed.

Carried unanimously.

#### **#2017-APR-22 RICHARD MAKSYMETZ, CHIEF OF STAFF FOR HONOURABLE BILL MORNEAU – LETTER ON CPC CLOSURE CORRESPONDENCE**

Correspondence dated April 19, 2017 from Richard Maksymetz, Chief of Staff to Honourable Bill Morneau, Minister of Finance stating:

*On behalf on the Minister of Finance, the Honourable Bill Morneau, thank you for your correspondence of March 10, 2017, addressed to the Minister of Finance, the Honourable Bill Morneau.*

*Since the matter you raise falls more directly within the jurisdiction of the Minister of Immigration, Refugees and Citizenship, the Honourable Ahmed D. Hussen, we have forwarded a copy of your correspondence to his office.*

Councillor Berry moved that the correspondence dated April 19, 2017 from Richard Maksymetz, Chief of Staff to Honourable Bill Morneau, Minister of Finance be received and filed.

Carried unanimously.

**#2017-APR-23 POINTS WEST LIVING CENTURY PARK INC. – SALE OF CENTURY PARK SUPPORTIVE LIVING COMMUNITY FOR SENIORS**

Correspondence dated April 19, 2017 from Doug Mills, CEO, Points West Living Century Park Inc., stating:

*I write to inform you that the sale of Century Park – our supportive living community for seniors in Vegreville – will close on April 19, 2017*

*We have kept Alberta Health Services informed throughout the sale process. Our team has followed their guidance and requirements concerning the agreements that need to be in place to facilitate the sale.*

*Optima Living will take over the facility. Optima is an experienced provider of supportive living accommodation in Alberta and British Columbia. AHS has approved Optima to assume all operating responsibilities for the facility. Optima will continue discussions with AUPE on a new collective agreement for Century Park staff.*

*The care and safety of Century Park residents remains our number one priority. We are working with Optima to ensure the care and safety of residents will be maintained during the transition.*

*Points West Living remains strongly committed to providing quality care and supportive living space to Albertans. We continue to expand our presence in the province having recently opened a 139 suite community in Red Deer and look forward to opening new communities in Cochrane and Wetaskiwin in 2018.*

Councillor Simpson moved that the correspondence dated April 19, 2017 from Doug Mills, CEO, Points West Living Century Park Inc., be received and filed.

Carried unanimously.

**#2017-APR-24 COMMUNITY FUTURES ELK ISLAND REGION – LETTER OF BUILDING PURCHASE AND RELOCATION**

Correspondence dated April 21, 2017 from Brad Gara, General Manager, Community Futures stating:

*Please be advised that Community Futures Elk Island Region will no longer require any space located within the Vegreville Business Development Centre by the end of May.*

*Community Futures Elk Island Region has purchased a building on Main Street and will be occupying this location by May 31, 2017. Our office looks forward to continued partnership on projects with Vegreville Economic Development as well as Vegreville & District Chamber of Commerce.*

Councillor MacPhee moved that the correspondence dated April 21, 2017 from Brad Gara, General Manager, Community Futures be received and filed.

Carried unanimously.

**FINANCIAL****#2017-APR-25 TOWN OF VEGREVILLE MONTHLY CASH STATEMENT FOR MONTH ENDED FEBRUARY 28, 2017**

Councillor Berry moved that the Town of Vegreville Monthly Cash Statement for the month ended February 28, 2017 be received and filed.

Carried unanimously.

**MEMORANDA****#2017-APR-26 DALE LEFEBVRE, INFRASTRUCTURE, PLANNING & DEVELOPMENT DIRECTOR – LAND USE COMMITTEE MEMBER NEW APPOINTMENT**

A Request for Council Decision dated March 29, 2017 from Dale Lefebvre, Infrastructure, Planning & Development Director stating:

*Brian Baron – Business representative member of the Land Use Committee sent in a resignation letter February 21, 2017.*

*Planning & Development sent a notice through the Chamber of Commerce advertising the vacancy. Ann Waters' letter of interest was received on March 9, 2017 and reviewed by the Land Use Committee on March 28, 2017. The Committee voted in favor of appointing Ann Waters to the Committee representing the business community.*

Councillor Berry moved that Town Council appoint Ann Waters as a business representative member of the Land Use Committee.

Carried unanimously.

**#2017-APR-27 PAUL CASEY, CORPORATE SERVICES DIRECTOR, TRANSFERS FROM RESERVES - 2016**

A Request for Council Decision dated April 10, 2017 from Paul Casey, Corporate Services Director stating:

- (a) In 2015 the Town set aside \$20,000 for the Core Services Review in 2016. This amount was transferred to Administration in 2016 to cover a portion of the costs of the Core Service Review but was not budgeted for.
- (b) The EMS Department is contracted and fully funded by Alberta Health Services. To coincide with the Town’s year end at December 31, while Alberta Health Services year end is March 31, a transfer from the Ambulance General Operating reserve was required in the amount of \$156,996.93. Included in the 2016 budget was a transfer of \$54,727.76 leaving an unbudgeted portion of the transfer from operating reserves of \$119,317.82.

The Transfers from the Operating Reserve Fund to the Operating Fund were not budgeted, and therefore require Council approval.

**Land Sale Reserve**

During 2016, the Town acquired land for the North Parkway Drainage Project at a cost of \$108,707.98. The cost of the land was funded through the Land Sale Reserve. The transfer from the Land Sale Reserve was not budgeted and requires Council approval.

**FINANCIAL IMPLICATIONS**

The Transfers from the Operating Reserve Fund to the Operating Fund and from the Land Sale Reserve and the Capital Fund is as follows:

Operating Reserve	
Core Services Review	\$ 20,000.00
Ambulance General Operating Reserve	\$ 119,317.82
<hr/>	
<u>Total Transfer from Operating Reserve</u>	<u>\$ 139,317.82</u>
Land Sale Reserve	
North Parkway Drainage	\$ 108,808.98
<hr/>	
<u>Total Transfer from Land Sale Reserve</u>	<u>\$ 108,808.98</u>

Councillor Rudyk moved that Town Council authorize the transfer \$139,317.82 from the Operating Reserves to the Operating Fund and \$108,808.98 from the Land Sale Reserve to the Capital Fund for the year ended December 31, 2016, as follows:

Operating Reserve	
Core Services Review	\$ 20,000.00
Ambulance General Operating Reserve	\$ 119,317.82
<hr/>	
<u>Total Transfer from Operating Reserve</u>	<u>\$ 139,317.82</u>
Land Sale Reserve	
North Parkway Drainage	\$ 108,808.98
<hr/>	
<u>Total Transfer from Land Sale Reserve</u>	<u>\$ 108,808.98</u>

Carried unanimously.

**#2017-APR-28 CLIFF CRAIG, TOWN MANAGER – APPOINT RETURNING OFFICER**

A Request for Council Decision dated April 24, 2017 from Cliff Craig, Town Manager stating:

*The next General Municipal Elections are to be held on October 16, 2017. The Returning Officer should be appointed well in advance of the Election Day as there are certain requirements which must be completed before the election. The past Deputy Returning Officer, Mrs. Marg Varga, has been contacted and she will accept the position of Returning Officer for the 217 General Municipal Election. She has been the Assistant Returning Officer for the Town of Vegreville for the 2013 municipal election.*

*Section 13(1) of the Local Authorities Election Act states that an elected authority may, by resolution, appoint a returning officer for the purposes of conducting an election under this Act.*

*An offer letter will be prepared and forwarded to Mrs. Marg Varga, who in turn will acknowledge her acceptance for the position of Returning Officer.*

Councillor MacPhee moved that Town Council appoint Mrs. Marg Varga as Returning Officer for the Town of Vegreville General Municipal Election to be held on October 16, 2017.

Carried unanimously.

**#2017-APR-29 CLIFF CRAIG, TOWN MANAGER – APPOINT AN ASSISTANT RETURNING OFFICER**

A Request for Council Decision dated April 24, 2017 from Cliff Craig, Town Manager stating:

*The next General Municipal Elections are to be held on October 16, 2017. The Assistant Returning Officer should be appointed well in advance of the Election Day as there are certain requirements which must be completed before the election. On the recommendation of the Returning Officer, Mrs. Marg Varga, Mrs. Polly Walker has been approached and she will accept the position of Assistant Returning Officer for the 2017 General Municipal Election. Mrs. Polly Walker has been an election worker for the Town of Vegreville in the 2013 municipal election.*

*An offer letter will be prepared and forwarded to Mrs. Polly Walker, who in turn will acknowledge her acceptance for the position of Assistant Returning Officer.*

Councillor Berry moved that Town Council appoint Mrs. Polly Walker as Assistant Returning Officer for the Town of Vegreville General Municipal Election to be held on October 16, 2017.

**#2017-APR-30 CLIFF CRAIG, TOWN MANAGER – APPOINTMENT OF A CONSTABLE – 2017 GENERAL MUNICIPAL ELECTION**

A Request for Council Decision dated April 24, 2017 from Cliff Craig, Town Manager stating:

*Section 15 of the Local Authorities Election Act provides for a municipality to appoint a constable to maintain order, preserve the public peace, prevent breach of the public peace or remove any person that is obstructing the voting procedures at the voting station on Election Day. The Returning Officer is proposing that Community Peace Officer Ken Podoborzny be appointed as the constable, as has been the past practice of the Town for numerous prior elections.*

*The constable will be required to take the Constable Oath of Office.*

Councillor Simpson moved that Town Council appoint Community Peace Officer Ken Podoborzny as Constable during the 2017 General Municipal Election on October 16, 2017.

Carried unanimously.

**#2017-APR-31 CLIFF CRAIG, TOWN MANGER - FILING LOCATION FOR NOMINATIONS – 2017 GENERAL MUNICIPAL ELECTION**

A Request for Council Decision dated April 24, 2017 from Cliff Craig, Town Manager stating:

*Section 28 of the Local Authorities Election Act states that the Returning Officer will receive nominations at the local jurisdiction office between 10:00 a.m. and 12:00 p.m. on nomination day. The Returning Officer is proposing that nominations be received at the Council Chambers in the Town of Vegreville Administration Building (4829-50 Street) on September 18, 2017.*

*Notices and advertisements will be in accordance with the Local Authorities Election Act.*

Councillor MacPhee moved that Town Council designate Council Chambers in the Town of Vegreville Administration Building (4829-50 Street) as where the Returning Officer receive nominations on September 18, 2017 from 10:00 a.m. to 1200 p.m., unless the agreement with other elected authorities provides for an alternate location.

Carried unanimously.

**#2017-APR-32 CLIFF CRAIG, TOWN MANAGER - ADVANCE VOTING – 2017 GENERAL MUNICIPAL ELECTION**

Request for Council Decision dated April 24, 2017 from Cliff Craig, Town Manager stating:

*Section 73 of the Local Authorities Election Act allows for a municipality to hold advance votes on any vote that is to be held in an election. The Returning Officer is proposing that one advance vote be held in the Council Chambers at the Town of Vegreville Administration Building [4829-50 Street] on October 4, 2017 from 12:00 p.m. to 8:00 p.m.*

Councillor Rudyk moved that Town Council provide for the holding of one advance vote in the Council Chambers of the Town of Vegreville Administration Building [4829-50 Street] on October 4, 2017 from 12:00 p.m. to 8:00 p.m.

Carried unanimously.

**#2017-APR-33 CLIFF CRAIG, TOWN MANAGER - INSTITUTIONAL VOTING STATIONS – 2017 GENERAL MUNICIPAL ELECTION**

A Request for Council Decision dated April 24, 2017 from Cliff Craig, Town Manager stating:

*Sections 80 of the Local Election Act authorizes a municipality, by resolution, to designate the locations of one or more institutional voting station. Institutional voting stations enable the Vegreville residents in the hospital and in assisted living facilities to vote without having to travel. Two Deputy Returning Officers are assigned this responsibility on Election Day. The Returning Officer will assign the times at which the votes will take place in each institution.*

*In addition to the advertisements required by the Local Authorities Election Act, a notice of election will be posted in at least one conspicuous place in each of the identified facilities prior to the election.*

Councillor Berry moved that Town Council designate the following facilities as Institutional Voting Stations for the 2017 General Municipal Election on October 16, 2017 between the hours of 10:00 a.m. and 8:00 p.m. as:

- |                                    |                  |
|------------------------------------|------------------|
| 1. Homestead Senior Citizens Lodge | 5253 - 46 Avenue |
| 2. St. Joseph's General Hospital   | 5241 - 43 Street |
| 3. Vegreville Care Centre          | 4525 - 50 Street |
| 4. Heritage House                  | 4570 - 60 Street |
| 5. Vegreville Manor                | 5913 - 49 Street |
| 6. Century Park                    | 4613 - 50 Street |

Carried unanimously.

**#2017-APR-34 CLIFF CRAIG, TOWN MANAGER, ELECTION SERVICES CONTRACT WITH ELK ISLAND CATHOLIC SEPARATE REGIONAL DIVISION NO. 41**

A Request for Council Decision dated April 24, 2017 from Cliff Craig, Town Manager stating:

*Section 2 and 3 of the Local Authorities Election Act allows for a municipality to enter into an agreement for the conduct of an election with one or more elected authorities of local jurisdiction. The Town has conducted the Separate School Trustee Election in previous elections where the Trustee has not been acclaimed.*

Councillor Rudyk moved that Town Council enter into the Election Services Agreement with the Elk Island Catholic Separate Regional Division No. 41 for the 2017 Separate School Trustee Election.

Carried unanimously.

**#2017-APR-35 CLIFF CRAIG, TOWN MANAGER - ELECTION SERVICES CONTRACT WITH ELK ISLAND PUBLIC SCHOOLS (EIPS)**

A Request for Council Decision dated April 24, 2017 from Cliff Craig, Town Manager stating:

*Sections 2 and 3 of the Local Authorities Election Act allows for a municipality to enter into an agreement for the*

conduct of an election with one or more elected authorities of local jurisdiction. The Town has conducted the Public School Trustee Election in previous elections where the Trustee has not been acclaimed.

Councillor MacPhee moved that Town Council enter into the Election Services Agreement with Elk Island Public Schools for the 2017 Public School Trustee Western Portion of Minburn No. 27 Ward Election.

Carried unanimously.

## BYLAW

### #2017-APR-36 BYLAW 12-2017 – 2017 TAXATION RATE – FIRST, SECOND AND THIRD READINGS

Bylaw No. 12-2017 was presented to Council to authorize the following rates of taxation to be levied against assessable property within the Town of Vegreville for the 2017 Taxation Year:

	<u>Residential</u>	<u>Non-Residential</u>
Municipal (General)	7.0441	17.9863
Policing Services	0.6832	1.7444
MD Minburn Foundation	<u>0.1405</u>	<u>0.1405</u>
	7.8678	19.8711
Education	<u>2.5745</u>	<u>4.7112</u>
	10.4423	24.5823

That the following penalties be set:

15% penalty on all current taxes remaining unpaid after June 30<sup>th</sup>, 2017

15% penalty on all taxes remaining unpaid after December 31<sup>st</sup>, 2017

Councillor Simpson moved that Bylaw No. 12-2017 be read for the first time this 24<sup>th</sup> day of April, 2017 A.D.

Carried unanimously.

Councillor Rudyk moved that Bylaw No. 12-2017 be read for the second time this 24<sup>th</sup> day of April, 2017 A.D.

Carried unanimously.

Councillor Simpson moved that Bylaw No. 12-2017 be given unanimous consent for third and final reading.

Carried unanimously.

Councillor MacPhee moved that Bylaw No. 12-2017 be read a third and final time this 24<sup>th</sup> day of April, 2017 A.D.

Carried unanimously.

## SUPPLEMENTAL

### #2017-APR-37 COUNTY OF MINBURN – SCHOOL RESOURCE OFFICER REQUEST FOR FINANCIAL SUPPORT

Email correspondence dated April 24, 2017 from David Marynowich, County Manager, County of Minburn No. 27 stating:

*Please be advised that Reeve Roger Konieczny presented your letter for review at the April 18, 2017 meeting. County Council did not provide any funding for the School Resource Officer Program.*

Councillor Rudyk moved that the email correspondence dated dated April 24, 2017 from David Marynowich, County Manager, County of Minburn No. 27, be received and filed.

Carried unanimously.

Sandra Ling left the meeting at 7:44 p.m.

Sandra Ling returned to the meeting at 7:47 p.m.

## COUNCIL REPORTS

### MAYOR HAYDUK

Mayor Hayduk reported and/or attended on the following:

- Meeting with Minister Gray, MLA Littlewood & Question Period at the Legislature Building – April 13, 2017
- Legislative Committee Meeting – April 18, 2017
- Regular Meeting of Town Council – April 24, 2017

### COUNCILLOR BERRY

Councillor Berry reported and/or attended on the following:

- Impact Vegreville Committee Meeting – April 11, 2017
- Canada 150 Public Planning Meeting – April 11, 2017
- Emergency Management Planning Exercise – April 12, 2017
- M.D. Minburn Foundation Board Meeting – April 13, 2017
- Legislative Committee Meeting – April 18, 2017
- Assessment Review Board Member Refresher Course – April 19 & 20, 2017
- Vermillion River Watershed Alliance Board Meeting – April 21, 2017
- Regular Meeting of Town Council – April 24, 2017

### COUNCILLOR BRODZIAK

Councillor Brodziak reported and/or attended on the following:

Absent

### COUNCILLOR MACPHEE

Councillor MacPhee reported and/or attended on the following:

- Emergency Management Planning Exercise – April 12, 2017
- Meeting with Minister Gray, MLA Littlewood & Question Period at the Legislature Building – April 13, 2017
- Legislative Committee Meeting – April 18, 2017
- Regular Meeting of Town Council – April 24, 2017

### COUNCILLOR RUDYK

Councillor Rudyk reported and/or attended on the following:

- Tourism Committee – Stay & Play Meeting – April 11, 2017
- Canada 150 Public Planning Meeting – April 11, 2017
- Emergency Management Planning Exercise – April 12, 2017
- Meeting with Minister Gray, MLA Littlewood & Question Period at the Legislature Building – April 13, 2017
- Legislative Committee Meeting – April 18, 2017
- St. Albert Chamber of Commerce Meeting with Minister Sohi – April 19, 2017
- St. Joseph's Hospital Community Board – April 19, 2017
- Solid Waste Solutions Committee – April 20, 2017
- Vegreville District Child Development Coalition – April 24, 2017
- Regular Meeting of Town Council – April 24, 2017

### COUNCILLOR SIMPSON

Councillor Simpson reported and/or attended on the following:

- Emergency Management Planning Exercise – April 12, 2017
- Regular Meeting of Town Council – April 24, 2017

### #2017-APR-38

Councillor Berry moved that Town Council go in-camera at 8:03 p.m.

Carried unanimously.

### #2017-APR-39

Councillor Simpson moved that Town Council come out of camera at 9:58 p.m.

Carried unanimously.



There being no further business to be brought before Council, Mayor Hayduk declared the Meeting adjourned at 9:58 p.m.

---

MYRON HAYDUK  
Mayor

---

CLIFF CRAIG  
Town Manager