

ADOPTION OF AGENDA

#2015-OCT-01 REGULAR MEETING OF TOWN COUNCIL – WEDNESDAY, OCTOBER 14, 2015

Councillor Berry moved adoption of the Agenda as presented.

Carried unanimously.

Councillor Kozakiewicz and Councillor Rudyk entered at 7:01 p.m.

ADOPTION OF MINUTES

#2015-OCT-02 REGULAR MEETING OF TOWN COUNCIL – MONDAY, SEPTEMBER 14, 2015

Councillor MacPhee moved that the Minutes of the Regular Meeting of Town Council held on Monday, September 14, 2015 be received and filed.

Carried unanimously.

MLA Jessica Littlewood entered at 7:02 p.m.

CORRESPONDENCE

#2015-OCT-03 ATCO ELECTRIC LTD. – 2016 FRANCHISE FEE

Correspondence dated August 20, 2015 from LeeAnne Kermode, stating:

Your Franchise Agreement allows for an annual change to the franchise fee percentage. However, a certain procedure must be followed, before the fee can be changed. This letter will help you with that procedure.

The steps needed to change the fee are:

1. *Your Municipality must decide if a change is required and what the new fee percentage should be. ATCO Electric will provide revenue estimates to help you with this (if the new fee is greater than the pre-approved cap in your franchise, a different process is required).*
2. *In accordance with the Alberta Utilities Commission (AUC) Decision approving your Franchise Agreement, you must publish a public notice of the proposed change in the local newspaper with the greatest circulation. This notice must include the effect of the proposed change for the average residential customer. ATCO Electric can estimate the new charges and the effect on an average customer bill. We recommend that fee change notices be published before Oct 14, 2015.*
3. *Residents must have at least 14 days from the publication of the notice to make their concerns known to the Municipality and the Municipality is to respond to these concerns.*
4. *The Municipality will advise ATCO Electric by letter of the new fee percentage. This letter is to include a copy of the public notice, publication details (date and paper), and any comments the Municipality wants to include on the public response.*
5. *ATCO Electric will apply to the AUC to change the rate. Copies of the Municipality’s letter and notice will be included with ATCO Electric’s application. ATCO Electric must receive the municipality’s request (complete with a copy of the notice) before December 1, 2015 in order to obtain AUC approval and start billing the new fee January 1, 2016.*
6. *The AUC must approve the change to ATCO Electric’s rates. Provided the Commission is satisfied that proper notice was given and no one has complained directly to the Commission, this approval should come quickly.*
7. *Once the rate change is approved, ATCO Electric will start to charge and remit the new fee.*

The following information will help you decide on the appropriate fee percentage.

Current Fee Percentage	Current Fee Cap	Distribution Revenue Previous Calendar Year	Estimated 2015 Distribution Revenue	Estimated 2016 Distribution Revenue
7% of distribution Revenue	20%	\$5,689,084.09	\$5,739,368.48	\$6,060,773.11

To estimate the franchise fee, multiply the fee percentage by the estimated Distribution Revenue. When calculating your revenue requirements please remember that this fee is paid in addition to the linear taxes on the distribution system.

We are available to discuss this with you in more detail. If you have any questions or comments please call me at (780) 632-5701.

Councillor Kozakiewicz moved that the correspondence received August 20, 2015 from LeeAnne Kermode, be received; and

Further that the Town of Vegreville set the ATCO Electric Franchise Fee at 8% effective January 1, 2016.

In Favour: Mayor Hayduk, Councillors Berry, Kozakiewicz, MacPhee and Rudyk

Opposed: Councillor Simpson

Carried.

#2015-OCT-04 ALBERTA ENVIRONMENT AND PARKS – TOWN OF VEGREVILLE WASTEWATER SYSTEM

Correspondence dated September 10, 2015 from Mohammad Habib, Acting District Approvals Manager, stating:

Pursuant to section 3.2(3) of the Wastewater and Storm Drainage Regulation, all of the Code of Practice for Wastewater Systems Using a Wastewater Lagoon applies to the Vegreville Wastewater System on October 1, 2015.

If you have any questions regarding this notice, please contact Fengqin Wang, Municipal Approvals Engineer, at 780-644-4814.

Councillor Brodziak moved that the correspondence dated September 10, 2015 from Mohammad Habib, Acting District Approvals Manager, be received and filed.

Carried unanimously.

#2015-OCT-05 ALBERTA MUNICIPAL AFFAIRS – MSI QUALIFYING CAPITAL PROJECTS

Correspondence dated September 17, 2015 from Honourable Deron Bilous, Minister of Municipal Affairs, stating:

The Government of Alberta is committed to making life better for Albertans. By providing stable, predictable funding to our municipal partners, we will continue working to ensure they have the resources needed to meet their local infrastructure priorities and strengthen communities we call home. The Municipal Sustainability Initiative (MSI) remains a provincial priority and continues to assist with building strong, safe and resilient communities.

I am pleased to accept the following qualifying capital projects submitted by your municipality under the MSI capital program:

CAP-6741	Sand Storage Shed Purchase	\$ 200,000
CAP-6742	50 Street Reconstruction	\$1,265,000

The provincial government looks forward to opportunities to celebrate your MSI funded projects with you, so please send invitations for these milestone events to my office. If you would like to discuss possible project recognition events and activities, as outline in the program guidelines, please contact Municipal Affairs Communications, toll-free at 310-0000, then 780-427-8862, or at ma.msicapitalgrants@gov.ab.ca.

I look forward to working in partnership to strengthen Alberta's communities.

Councillor Berry moved that the correspondence dated September 17, 2015 from Honourable Deron Bilous, Minister of Municipal Affairs, be received and filed.

Carried unanimously.

#2015-OCT-06 COMMUNITIES IN BLOOM – 5 BLOOMS AND SPECIAL MENTION

Press Release dated October 3, 2015 from Communities in Bloom, Kamloops, British Columbia stating:

The Town of Vegreville received a 5 Bloom rating and a special mention for 47th Street North Walking Trail Beautification during the 2015 National Symposium and Awards Ceremonies in Kamloops, BC. The Town of Vegreville participated in the 4,501 – 9,000 category along with Bay Roberts NL, Carbonear NL, Humboldt SK, Kindersley SK, Perth ON and Stonewall MB.

Over the summer, trained volunteer judges travelled to participating communities to evaluate the overall contributions of municipal council and departments; industry; businesses and the private sector – including volunteer efforts – in regards to the following criteria: Tidiness, Environmental Action, Heritage Conservation, Urban Forestry, Landscape and Floral Displays.

Following their evaluation, volunteer judges Brad Beatty and Lorraine Flanigan wrote: “When the Town of Vegreville heard the news that they were one of two communities awarded the full \$25,000 CN EcoConnexions – From the Ground Up grant, the cheer could be heard across Canada. It was the first time the town’s Communities in Bloom Committee had applied for a grant of any kind, and together with funds from the Communities in Bloom Committee and an anonymous donor, the Town Council more than matched the amount to help fund a landscaping project that turned an unappealing strip of ground flanking the 47th Street Walking Trail into an attractive landscape. Working from a plan developed by Katrina Sandford of Landscape Wise, within seven days a gardening crew from Park Landscaping Inc. graded the area and planted 118 trees, 45 shrubs and 142 grasses. As a final touch, the garden was mulched, making it picture-perfect and ready for the admiring glances of passing walkers, joggers and cyclists”.

Within the actual context of climate changes and environmental concerns, communities involved in the program can be proud of their efforts, which provide real and meaningful environmental solutions and benefit all of society.

Please visit our website at www.communitiesinbloom.ca for a complete list of the results along with an electronic copy of our latest magazine.

Councillor Kozakiewicz moved that the press release dated October 3, 2015 from Communities in Bloom, Kamloops, British Columbia, be received and filed.

Carried unanimously.

#2015-OCT-07 THE ROYAL CANADIAN LEGION – VETERANS APPRECIATION DINNER

Correspondence dated October 5, 2015 from Rod Stewart, Service Officer, stating:

Royal Canadian Legion Branch #39, Vegreville, is again marking Veterans Week this year with a Veterans Appreciation Dinner. We will be inviting as many local area Veterans, spouses and widows as possible to join us for this event. All orders of government are being invited to send one representative to the dinner to represent them. If you choose to send someone and wish to extend thanks or brief greetings please indicate by letter or telephone by 30 October. Details are as follows:

Date – November 6

Time – Noon

Location – Royal Canadian Legion Hall, 5037 – 52 Avenue

Dress – Legion, or other military association uniform, or business casual (medals can be worn)

Reply – By letter to the letterhead address above or by telephone to the undersigned at 780-632-3500

Councillor MacPhee moved that the correspondence dated October 5, 2015 from Rod Stewart, Service Officer, be received; and

Further that Mayor Hayduk will attend the Veterans Appreciation Dinner.

Carried unanimously.

#2015-OCT-08 THE ALBERTA ORDER OF EXCELLENCE

Correspondence dated October 1, 2015 from J. Angus Watt, Chair, stating:

The Alberta Order of Excellence is the highest honour the Province of Alberta can bestow on a citizen. The 141 members encourage excellence through their outstanding contributions and achievements and bring honour and prestige not only to the Order, but to all Albertans.

The Alberta Order of Excellence Council is made up of volunteers representing the province geographically, with members from northern Alberta, southern Alberta, Edmonton, Calgary and rural Alberta. AOE Council members consider nominations and make the decision on selection of individuals for induction to the Alberta Order of Excellence. Members are required to prepare for and participate in at least two meetings each year to consider nominations and select the annual recipients, and to promote and support the culture of the Alberta Order of Excellence throughout their term.

At the end of 2015 we will be losing two AOE Council members, Audrey Luft, Council member from Edmonton and myself, as Chair of the Council. To maintain regional representation on the Council, we are looking for one representative from Edmonton and the Chair position, which can be from anywhere in Alberta.

The closing date for application to be a member of Council is October 19, 2015. Both opportunities are posted on the Government of Alberta website (jobs.alberta.ca). The competition number of the Chair is Job ID 1032081 and for the Council member in Edmonton the competition number is Job ID 1032078,

If you feel that you would be an asset to the Alberta Order of Excellence Council or know someone who would be interested, please visit jobs.alberta.ca for more information to apply directly on-line. You may also fax a resume to Executive Search, Alberta Corporate Human Resources, 780-422-0468. Contact number is 780-408-8460.

Thank you for your interest in the Alberta Order of Excellence. If you have any questions about the process please call me at 780-412-6644.

Councillor Rudyk moved that the correspondence dated October 1, 2015 from J. Angus Watt, Chair, be received and filed.

Carried unanimously.

FINANCIAL

#2015-OCT-09 TOWN OF VEGREVILLE MONTHLY CASH STATEMENT FOR MONTH ENDED AUGUST 31, 2015

Councillor MacPhee moved that the Town of Vegreville Monthly Cash Statement for the month ended August 31, 2015 be received and filed.

Carried unanimously.

MEMORANDA

#2015-OCT-10 75 STREET SUBDIVISION AREA STRUCTURE PLAN

A Memorandum dated October 8, 2015 from Dale Lefebvre, Infrastructure, Planning & Development Director, stating:

At the September 9, 2015 Legislative Committee Meeting Town Council discussed the possibility of preparing an ASP in 2015 and including it in the 2016 budget. This process would allow the Town to have an ASP and therefore marketable lands in advance of the 2016 construction season. Town Council directed Administration to move forward to acquire a cost estimate to complete an ASP and present a request for Council decision at a future meeting of Town Council.

The Planning and Development Department received email confirmation from MPE Engineering stating that MPE and Eagle River Planning Services are prepared to commence the ASP process in 2015 and will invoice the Town in 2016.

At the October 7, 2015 Legislative Committee Meeting, Town Council reviewed this matter and directed Administration to move forward with the necessary steps to complete the Area Structure Plan and to include the costs in the 2016 Budget.

MPE estimates a cost of \$7,950.00 plus GST. Administration would suggest to include an additional \$2,050.00 to cover any unforeseen additional expenses for the project.

Councillor Kozakiewicz moved that Administration proceed with the necessary steps to complete an Area Structure Plan for the 75 Street Subdivision; and

Further that \$10,000.00 be included in the 2016 Budget to cover the costs of this project.

Carried unanimously.

#2015-OCT-11 REZONING APPLICATION NO. R-15-MOO-003

A Memorandum dated October 6, 2015 from Dale Lefebvre, Infrastructure, Planning & Development Director, stating:

To rezone Lots 16 & 17 & 18, Block 24, Plan 1743P from C2 – General Commercial District to R1 – Single Detached Residential District.

These lots are currently vacant commercial lots. In 1996 the house located on Lots 17 & 18 was destroyed by a fire and then demolished, in 2006 the house located on Lot 16 was demolished. Since these lots have been vacant we have received two applications for Development Permits, one for a commercial development (2003) and one for a three (3) story apartment building (2006). For reasons unknown to our department neither of these applications were carried out.

The applicant is proposing to construct a single family residence.

Process for Rezoning lands:

- Council approves first reading of a Bylaw
- Advertise for two consecutive weeks
- Public Hearing
- Present to council the Bylaw for second and third reading.

Councillor Berry moved that Town Council review the Rezoning Application File No. R-15-MOO-003 from C2 – General Commercial District to R1 – Single Detached Residential District; and

Further that Bylaw No. 09-2015 be presented to Town Council for first reading.

In Favour: Mayor Hayduk, Councillors Berry, Kozakiewicz, Rudyk and Simpson

Opposed: Councillor MacPhee

Carried.

#2015-OCT-12 2015 TAX SALE AND RESERVE BIDS

A Request for Council Decision dated September 23, 2015 from Cliff Craig, Corporate Services Director, stating:

To set the terms of sale and reserve bids on the properties for the 2015 Tax Sale proceedings.

Properties that are in tax arrears for more than two years are placed on Tax Notification through the Land Titles Office. If the properties on tax notification remain in arrears at March 31 in the year following the notification, the municipality must offer these lands for sale by public auction before March 31 in the following year. This year, the Town has five (5) properties eligible for tax sale. The Municipal Government Act Section 419 states that the Council must set a reserve bid for each of these parcels as close as reasonably possible to the market value of the parcel, and also any conditions that are applicable to the sale. The reserve bids are recommended in consultation with Ray Crews, the Town's assessor. I request that Administration be authorized to proceed with the 2015 Tax Sale on Wednesday, January 20, 2016 at 10:00 a.m. in the Council Chambers.

Councillor Rudyk moved that Town Council approve that the 2015 Tax Sale be held on Wednesday, January, 2016 at 10:00 a.m.; sale by Public Auction and the terms of the sale to be cash; and

Further that Town Council approve the reserve bids as follows:

TAXROLL	PLAN	BLOCK	LOT	CIVIC ADDRESS	ASSESSMENT	RESERVE BID
048300	LXXX	89	38	5533 Birch Avenue	\$51,200	\$70,000
124500	2483P	8	5	5317 – 46 Street	\$166,720	\$220,000
157200	1966AB	32	14	4806 – 47 Avenue	\$81,110	\$105,000
211900	2731NY	Z	16A	4818 – 54A Avenue	\$146,600	\$170,000
384210	092-8262	15	10B	5454B – 44 Street	\$274,020	\$300,000

Carried unanimously.

#2015-OCT-13 2015 BANKING SERVICES

A Request for Council Decision dated October 13, 2015 from Cliff Craig, Corporate Services Director, stating:

At the June 16, 2015 Legislative Committee Meeting, Town Council discussed banking services and directed Administration to proceed with the preparation and distribution of a RFP for Banking Services regarding the Town's banking requirements. As discussed at the August 5, 2015 Legislative Committee Meeting, the banking contract is to be for a five year period, and the RFP will include evaluation criteria. On August 12, 2015, the RFP was posted to Alberta Purchasing Connection website, and a copy of the RFP was also delivered to the five financial institutions in Vegreville. The deadline for submissions was September 11, 2015.

The Town received proposals from the following:

- ATB Financial
- BMO Bank of Montreal
- CIBC
- The Toronto-Dominion Bank

Vision Credit Union did not submit a proposal to the Town.

Administration reviewed the four submitted proposals based on the evaluation criteria as outlined in the RFP and is suggesting that the Town maintain the banking services with BMO Bank of Montreal.

Councillor MacPhee moved that Town of Vegreville enter into a five year agreement for Banking Services with BMO Bank of Montreal with the terms as outlined in the Request for Proposal.

Carried unanimously.

BYLAW**#2015-OCT-14 BYLAW 08-2015 – SE17 AREA STRUCTURE PLAN**

Bylaw No. 08-2015 was presented to Council to adopt the SE17 Area Structure Plan.

Councillor Simpson moved that Bylaw No. 08-2015 be read for the first time this 14th day of October, 2015 A.D.

Carried unanimously.

#2015-OCT-15 BYLAW 09-2015 – AMENDING LAND USE BYLAW 02-2013

Bylaw No. 09-2015 was presented to Council to amend Land Use Bylaw 02-2013 by rezoning Lots 16, 17 & 18, Block 24, Plan 1743P from C2-General Commercial District to R1-Single Detached Residential District.

Councillor Rudyk moved that Bylaw No. 09-2015 be read for the first time this 14th day of October, 2015 A.D.

In Favour: Mayor Hayduk, Councillors Berry, Kozakiewicz, Rudyk and Simpson

Opposed: Councillor MacPhee

Carried.

COUNCIL REPORTS**MAYOR HAYDUK**

Mayor Hayduk reported and/or attended on the following:

- 35TH Annual Terry Fox Run – September 20, 2015
- AUMA Convention – Calgary – September 23 – 25, 2015
- Lunch at Vegreville Manor – September 29, 2015
- Legislative Committee Meeting – October 7, 2015
- Town Council & Vegreville & District Chamber of Commerce Lunch – October 8, 2015
- SE 17 Area Structure Plan Open House – October 8, 2015
- Meeting with MLA Jessica Littlewood – October 14, 2015
- Regular Town Council Meeting – October 14, 2015

COUNCILLOR BERRY

Councillor Berry reported and/or attended on the following:

- Vegreville Library Board Meeting – September 16, 2015
- Impact Vegreville Committee Meeting Planning for “Thanks-Giving” Brunch – September 17, 2015
- Northern Lights Library System Conference – Elk Point - September 17, 2015
- AUMA Convention – Calgary – September 22-25, 2015
- Vegreville & District Chamber of Commerce Meeting – September 29, 2015
- Impact Vegreville Committee Meeting Planning for “Thanks-Giving” Brunch – October 1, 2015
- Reading Week – St. Martin’s School – October 6, 2015
- Legislative Committee Meeting – October 7, 2015
- Town Council & Vegreville & District Chamber of Commerce Lunch – October 8, 2015
- M.D. Minburn Foundation Board Meeting – October 8, 2015
- Open House – SE 17 Area Structure Plan – October 8, 2015
- Thanks-Giving Brunch at Museum – October 10, 2015
- Tour of Homestead Lodge with MLA Jessica Littlewood – October 13, 2015
- Meeting with MLA Jessica Littlewood – October 14, 2015
- Regular Town Council Meeting – October 14, 2015

COUNCILLOR BRODZIAK

Councillor Brodziak reported and/or attended on the following:

- Absent

COUNCILLOR KOZAKIEWICZ

Councillor Kozakiewicz reported and/or attended on the following:

- Subdivision & Development Appeal Board Meeting – September 16, 2015
- St. Joseph’s Hospital Community Board – September 16, 2015
- Yellowhead East Central Health Advisory Meeting – September 16, 2015
- Northeast Alberta Information HUB Meeting – September 17, 2015
- AUMA Convention – Calgary – September 21-25, 2015
- Subdivision & Development Appeal Board Meeting – September 29, 2015
- Vegreville & District Chamber of Commerce Meeting – September 29, 2015
- Ports to Plains Conference (Northeast Alberta Information HUB) – North Dakota – October 5-8, 2015
- Legislative Committee Meeting Via FaceTime– October 7, 2015
- Meeting with MLA Jessica Littlewood – October 14, 2015
- Regular Town Council Meeting – October 14, 2015

COUNCILLOR MACPHEE

Councillor MacPhee reported and/or attended on the following:

- Vegreville Library Board Meeting – September 16, 2015
- Subdivision Authority Meeting – September 17, 2015
- AUMA Convention – Calgary – September 23-25, 2015
- Vegreville Airport Committee – September 30, 2015
- Reading Week at St. Martin’s School – October 6, 2015
- Legislative Committee Meeting – October 7, 2015
- Town Council & Vegreville & District Chamber of Commerce Lunch – October 8, 2015
- SE 17 Area Structure Plan Open House – October 8, 2015
- John S. Batiuk Regional Water Commission Meeting – October 8, 2015
- Meeting with MLA Jessica Littlewood – October 14, 2015
- Regular Town Council Meeting – October 14, 2015
- Councillor MacPhee advised that the John S. Batiuk Regional Water Commission has a planned water shutdown to repair valves which will occur November 3 – 5, 2015.

COUNCILLOR RUDYK

Councillor Rudyk reported and/or attended on the following:

- Yellowhead East Central Health Advisory Meeting – September 16, 2015
- Subdivision & Development Appeal Board Meeting – September 16, 2015
- Vegreville Region Physician & Health Attraction & Retention Committee Meeting – September 17, 2015
- Impact Vegreville Committee Meeting Planning for “Thanks-Giving” Brunch – September 17, 2015
- AUMA Convention – Calgary – September 22-25, 2015

- Subdivision & Development Appeal Board Meeting – September 29, 2015
- Recycling Council of Alberta – September 29 to October 2, 2015
- Legislative Committee Meeting – October 7, 2015
- Town Council & Vegreville & District Chamber of Commerce Lunch – October 8, 2015
- Open House – SE 17 Area Structure Plan – October 8, 2015
- Vegreville Economic Development & Tourism Board Meeting – October 13, 2015
- Meeting with MLA Jessica Littlewood – October 14, 2015
- Regular Town Council Meeting – October 14, 2015

COUNCILLOR SIMPSON

Councillor Simpson reported and/or attended on the following:

- Impact Vegreville Committee Meeting Planning for “Thanks-Giving” Brunch – September 17, 2015
- Subdivision Authority Meeting – September 17, 2015
- AUMA Convention – Calgary – September 21-25, 2015
- Recycling Council of Alberta – September 29 to October 2, 2015
- Legislative Committee Meeting – October 7, 2015
- Town Council & Vegreville & District Chamber of Commerce Lunch – October 8, 2015
- Open House – SE 17 Area Structure Plan – October 8, 2015
- Thanks-Giving Brunch at Museum – October 10, 2015
- Meeting with MLA Jessica Littlewood – October 14, 2015
- Regular Town Council Meeting – October 14, 2015

#2015-OCT-16

Councillor Kozakiewicz moved that Town Council go in-camera at 7:55 p.m.

Carried unanimously.

Shauna Rutherford, MLA Jessica Littlewood and public in attendance left at 7:55 p.m.

#2015-OCT-17

Councillor Simpson moved that Town Council come out of camera at 8:31 p.m.

Carried unanimously.

There being no further business to be brought before Council, Mayor Hayduk declared the Meeting adjourned at 8:31 p.m.

MYRON HAYDUK
Mayor

JODY QUICKSTAD
Town Manager