

**1 Call Meeting to Order****2 Adoption of Agenda**

2018-06-10

**Moved By:** Councillor Warawa

That the Agenda of the Regular Meeting of Town Council held on June 25, 2018 be adopted.

**CARRIED****3 Adoption of Minutes**

2018-06-11

**Moved By:** Councillor Waters

That the Minutes of the Regular Meeting of Town Council held on June 11, 2018 be received and filed.

**CARRIED****4 Delegation****5 Correspondence****5.1 Stefan Vasilev, Operations Manager, Buhler Industries - Request Paving of 62 Street**

2018-06-12

**Moved By:** Councillor Brodziak

That the correspondence dated June 20, 2018 from Stefan Vasilev, Operations Manager for Buhler Industries Inc. be received and filed; and

Further that a letter be forwarded to Buhler Industries Inc., stating that this matter will be forwarded to the 2019 budget discussions.

*I will take this opportunity to request from the Town Council to approve and include in town's plan the paving of 62 street, which is east of our property. It appears this road has been neglected and not maintained for a long time. It is covered in potholes and as a public road it is not safe to drive on it. Our company's main delivery the main office entrance are on this street. To be frank it creates bad image for our business. We are visited frequently by our shareholders and by valuable customers and have been asked on more than one occasion what can be done to pave and maintain this road.*

*Our business is a significant contributor to the local economy. In fact we are one of the biggest local employers. We employ approximately 75 people from vegreville and surrounding areas. And our business is steadily growing. The Buhler Industries is committed to the Vegreville plant and is investing in continuous improvement, new product development and increased market share. Our business growth would create even more opportunities for the local community. We trust the honorable members of the town council will review and approve our request to pave 62 street.*

**CARRIED****6 Financial****7 Bylaw****7.1 Bylaw No. 10-2018 Labour, Equipment and Vehicle Rental Rates Bylaw**

Bylaw No. 10-2018 was presented to Council for the purpose of creating a means to recover costs for services provided by the Town of Vegreville as approved by the Infrastructure, Planning & Development Director. It is not intended to be viewed or accepted as a publicly available labour, equipment and/or vehicle rental service.

**7.1.1 First Reading**

2018-06-13

**Moved By:** Councillor Berry

That Bylaw No. 10-2018 be read for the first time this 25th day of June, 2018 A.D.

**CARRIED**

**7.1.2 Second Reading**

2018-06-14

**Moved By:** Councillor Lemko

That Bylaw No. 10-2018 be read for the second time this 25th day of June, 2018 A.D.

**CARRIED****7.1.3 Unanimous Consent for Third and Final Reading**

2018-06-15

**Moved By:** Councillor Berry

That Bylaw No. 10-2018 be given unanimous consent for third and final reading.

**CARRIED****7.1.4 Third and Final Reading**

2018-06-16

**Moved By:** Councillor Warawa

That Bylaw No. 10-2018 be read a third and final time this 25th day of June, 2018 A.D.

**CARRIED****7.2 Bylaw No. 11-2018 Emergency Management Bylaw**

Bylaw No. 11-2018 was presented to Council for the purpose of establishing a municipal emergency advisory committee, a municipal emergency management agency and emergency management protocol.

**7.2.1 First Reading**

2018-06-17

**Moved By:** Councillor Waters

That Bylaw No. 11-2018 be read for the first time this 25th day of June, 2018 A.D.

**CARRIED****7.2.2 Second Reading**

2018-06-18

**Moved By:** Councillor Lemko

That Bylaw No. 11-2018 be read for the second time this 25th day of June, 2018 A.D.

**CARRIED****7.2.3 Unanimous Consent for Third and Final Reading**

2018-06-19

**Moved By:** Councillor Berry

That Bylaw No. 11-2018 be given unanimous consent for third and final reading.

**CARRIED****7.2.4 Third and Final Reading**

2018-06-20

**Moved By:** Councillor Warawa

That Bylaw No. 11-2018 be read a third and final time this 25th day of June, 2018 A.D.

**CARRIED****8 Memoranda****8.1 Dale Lefebvre, Infrastructure, Planning & Development Director - Subdivision Application File No. 18-150-002**

2018-06-21

**Moved By:** Councillor Berry

That Town Council review the List of Requirements form for Subdivision Application File No. 18-150-002, and that approval be given to the Subdivision Authority to proceed with this application.

**BACKGROUND**

*On June 1, 2018, the Infrastructure, Planning & Development Department received an application to subdivide Lot 9, Block 1, Plan 042-5146 to expand the existing Commercial yard adjacent known as Lot 12, Block 1, Plan 172-1922, to add an additional three (3) Acres to the yard, as per the attached site plan.*

**CARRIED****8.2 Cliff Craig, Town Manager - Appointment of Co-Directors of Emergency Management 2018-06-22**

**Moved By:** Councillor Brodziak

That Town Council appoint Phil Rowe and Dale Lefebvre as Co-Directors of Emergency Management for the Town of Vegreville, effective June 25, 2018.

**BACKGROUND**

*The Emergency Management Act, RSA 2000, Chapter E-6.8 requires that each municipality appoint a Director of Emergency Management. Since June 2016, Phil Rowe and Dale Lefebvre have jointly been fulfilling the Director of Emergency Management role. In consultation with Alberta Emergency Management Agency, a co-director arrangement is acceptable. In Bylaw 11-2018, the Director of Emergency Management role and responsibilities are specified.*

**COMMUNICATION STRATEGY**

*Written notifications will be forwarded to Alberta Emergency Management Agency and County of Minburn No. 27. A Media Release will be distributed to the local media and Town staff. The appointments will be posted on the Town's website.*

**CARRIED****8.3 Cliff Craig, Town Manager - Appointment of Deputy Directors of Emergency Management 2018-06-23**

**Moved By:** Councillor Rudyk

That Town Council appoint Sandra Ling and Paul Suiter as Deputy Directors of Emergency Management for the Town of Vegreville, effective June 25, 2018.

**BACKGROUND**

*Senior Management has discussed the amendments to the Emergency Management Act, with an emphasis on employee skills inventory and succession planning pertaining to the Town of Vegreville. The current Deputy Directors are Ken Podoborozny [28 years] and Donna Williams [10 years]. It was decided that changes of the personnel in the Deputy role would be prudent for the Town and newly formed Municipal Emergency Management Agency.*

*The past practice of the Town was that the Town Manager appointed the Deputy Directors of Emergency Management. As a Deputy Director could assume the role and responsibilities of Director of Emergency Management, I felt that Council should appoint the appropriate individuals to the Deputy Director positions.*

**COMMUNICATION STRATEGY**

*Written notifications will be forwarded to Alberta Emergency Management Agency and County of Minburn No. 27. A Media Release will be distributed to the local media and Town staff. The appointments will be posted on the Town's website.*

**CARRIED****8.4 Cliff Craig, Town Manager - Appointment to Municipal Emergency Advisory Committee 2018-06-24**

**Moved By:** Councillor Rudyk

That Town Council appoint Councilor Jerrold Lemko to the Municipal Emergency Advisory Committee, effective June 25, 2018, and

Further that Councillor Tina Warawa be appointed as the alternate member to the Municipal Emergency Advisory Committee, effective June 25, 2018.

**BACKGROUND**

The amendments to the Emergency Management Act, RSA 2000, Chapter E-6.8, and Bylaw 11-2018, require that a Municipal Emergency Advisory Committee [MEAC] be established. The MEAC must have Council, Municipal Emergency Management Agency and other internal and external representation, as outlined in Schedule 'A' of the Bylaw.

As this is a newly created Committee, Council must appoint a representative and an alternate to serve on the Municipal Emergency Advisory Committee. This Committee will be included in the Council Structure and appointments will be required at the annual Organizational Meeting. There will be two meetings planned for each year. Any additional meetings would be at the call of the Director of Emergency Management.

**COMMUNICATION STRATEGY**

The Director of Emergency Management will call a meeting of the newly established Committee in the near future in order to review the roles and responsibilities as outlined in Bylaw 11-2018.

**CARRIED****8.5 Cliff Craig, Town Manager - Deputy Mayor Appointment**

2018-06-25

**Moved By:** Councillor Waters

That Councillor Dave Berry be appointed Deputy Mayor for the term of June 26, 2018 to October 22, 2018.

*At the Organizational Meeting held on October 23, 2017, Council decided that each Councillor would sit as Deputy Mayor for a period of four (4) months, twice in their four (4) year term. Following the schedule presented at the Organizational Meeting, the next Deputy Mayor is to be Councillor Dave Berry.*

**CARRIED****9 Board Motions****10 Supplemental Correspondence****10.1 Len Babyn, Co-Canada Day Chairman - Canada Day Celebrations 2018**

2018-06-26

**Moved By:** Councillor Warawa

That the correspondence dated June 18, 2018 from Len Babyn, Co-Canada Day Chairman be received and filed; and

Further that verification of times and speaking dignitaries are shared with the public.

*Please be advised we are again facilitating the Canada Day Celebrations in partnership for 2018.*

*We ask Tim MacPhee could bring Greetings from the Town,:*

1. 8-11 A.M. Pancake Breakfast at the Social Centre with greetings from Mayor @ 9:30 A.M.
2. 10:40 A.M. Grand March, Flag Raising Ceremonies, Guest Speakers
3. A full agenda will be provided as to the festivities and their locations throughout the day.

*We greatly appreciate the Mayor and Town Council attend.*

**CARRIED****11 Council Reports****11.1 Councillor Lemko**

Councillor Lemko reported and/or attended on the following:

- Alberta Urban Municipalities Association Leadership Caucus in Camrose - June 13, 2018
- Cannabis "Let's Talk" Meeting - June 13, 2018
- Kid's Sport Conference Call - June 18, 2018
- 50/50 Ticket Sales at the Father's Day Car Show - June 18, 2018/

- Legislative Committee Meeting - June 19, 2018
- Vegreville Library Board Meeting - June 21, 2018
- Regular Meeting of Town Council - June 25, 2018

Councillor Brodziak left meeting at 7:57 p.m.

Councillor Brodziak returned at 7:58 p.m.

### **11.2 Councillor Waters**

Councillor Waters reported and/or attended on the following:

- Alberta Urban Municipalities Association Leader's Caucus in Camrose - June 13, 2018
- Cannabis "Let's Talk" Meeting - June 13, 2018
- Vegreville and District Child Development Coalition Meeting - June 21, 2018
- Vegreville Region Physician and Health Professionals Attraction & Retention Committee Meeting - June 22, 2018
- Vegreville and District Chamber of Commerce Discussion on Possible Candidate for General Manager Position - June 22, 2018
- Regular Meeting of Town Council - June 25, 2018

### **11.3 Councillor Rudyk**

Councillor Rudyk reported and/or attended on the following:

- Alberta Urban Municipalities Association Municipal Leader's Caucus Presentation on Managing Crime in Communities - June 12, 2018
- Vegreville Economic Development and Tourism Advisory Board Meeting - June 12, 2018
- Alberta Urban Municipalities Association Municipal Leader's Caucus - June 13, 2018
- Alberta Urban Municipalities Association Municipal Leader's Presentation on Managing Crime in our Community - June 13, 2018
- Cannabis "Let's Talk" Meeting - June 13, 2018
- Ukrainian Delegation Planning Meeting - June 14, 2018
- Alberta Health Services Economic Development Board Meeting for Health Care Aid Training Opportunity - June 14, 2018
- Ukrainian Delegation Planning Meeting - June 18, 2018
- Regional Recreation and Culture Master Plan Interview - June 19, 2018
- Legislative Committee Meeting - June 19, 2018
- Yellowhead East Health Advisory Meeting in Lloydminster - June 20, 2018
- Ukrainian Delegation Planning Meeting - June 21, 2018
- Ukrainian Delegation Planning Meeting - June 25, 2018
- Regular Meeting of Town Council - June 25, 2018

### **11.4 Councillor Brodziak**

Councillor Brodziak reported and/or attended on the following:

- Vegreville Tourism Committee Meeting - June 12, 2018
- Vegreville Economic Development and Tourism Advisory Board Meeting - June 12, 2018
- 2018 Alberta Urban Municipalities Association Leader's Caucus in Camrose - June 13, 2018
- MD Minburn Foundation Board Meeting - June 14, 2018
- Co-ordinated Community Response Inauguration - Rural Elder Abuse Prevention Coalition Signing of Memorandum of Understanding in Viking - June 15, 2018
- Legislative Committee Meeting - June 19, 2018
- Regular Meeting of Town Council - June 25, 2018

### **11.5 Councillor Berry**

Councillor Berry reported and/or attended on the following:

- North Saskatchewan Watershed Alliance Annual General Meeting in Edmonton - June 13, 2018
- M.D. Minburn Board Meeting - June 14, 2018
- Legislative Committee Meeting - June 19, 2018
- Vegreville Museum Board Meeting - June 21, 2018
- Regular Meeting of Town Council - June 25, 2018

**11.6 Councillor Warawa**

Councillor Warawa reported and/or attended on the following:

- Family and Community Support Services Strategic Planning Meeting - June 13, 2018
- Cadets - June 16, 2018
- Legislative Committee Meeting - June 19, 2018
- Community Futures Online Training Financial Portal Session - June 20, 2018
- Vegreville Legion Bingo - June 21, 2018
- Regular Meeting of Town Council - June 25, 2018

**11.7 Mayor MacPhee**

Mayor MacPhee reported and/or attended on the following:

- Family and Community Support Services Strategic Planning Meeting - June 13, 2018
- Legislative Committee Meeting - June 19, 2018
- Telephone Meeting with Senator Mitchell - June 20, 2018
- Alberta HUB Annual General Meeting - June 20, 2018
- John S. Batiuk Water Commission Meeting - June 21, 2018
- Regular Meeting of Town Council - June 25, 2018

**12 In-Camera Agenda Items**

2018-06-27

**Moved By:** Councillor Berry

That Town Council go in-camera at 8:30 p.m.

**CARRIED**

**12.1 Emperor Paper Industries Ltd.**

FOIP Act, Division 2, Section 16 *Disclosure harmful to business interests of a third party.*

**12.2 Labour**

FOIP Act, Division 2, Section 19 Confidential Evaluations

**12.3 Out of Camera**

2018-06-28

**Seconded By:** Councillor Warawa

That Town Council come out of camera at 9:01 p.m.

Paul Casey, Dale Lefebvre and Paul Suiter left the meeting at 9:04 p.m.

**CARRIED**

**13 Council Suggestions for Improved Communications****13.1 In Camera**

2018-06-29

**Moved By:** Councillor Warawa

That Town Council go in-camera at 9:13 p.m.

**13.2 Labour**

FOIP ACT, Division 2, Section 19 Confidential Evaluations

**13.3 Out of Camera**

2018-06-30

**Moved By:** Councillor Lemko

That Town Council come out of camera at 9:17 p.m.

**CARRIED**

**13.4 Council Suggestions for Improved Communications**

Council discussed ideas for improving communication and reporting at Legislative Committee Meetings.

**14**      **Adjournment**  
2018-06-31

There being no further business to be brought before Council, Mayor MacPhee declared the Meeting adjourned at 9:51 p.m.

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TIM MACPHEE  
Mayor

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CLIFF CRAIG  
Town Manager