



Regular Council Meeting Agenda

July 15, 2025, 9:00 AM

Kitscoty Community Hall/ Via ZOOM Webinar

5202 51 Street

Kitscoty, Alberta, Canada

1. **CALL TO ORDER**
2. **OPENING INSPIRATION - COUNCILLOR CLINTON MURRAY**
3. **ADDITIONS TO AGENDA**
4. **ADOPTION OF AGENDA**

Motion Number:

THAT the County of Vermilion River approve the July 15, 2025 Regular Council Meeting Agenda as presented.

5. **ADOPTION OF MINUTES**

5.a REGULAR COUNCIL MEETING - JUNE 24, 2025

Motion Number:

THAT the County of Vermilion River approve the June 24, 2025 Regular Council Meeting Minutes as presented.

6. **PUBLIC HEARINGS**

6.a 9:10 AM PUBLIC HEARING - BYLAW 25-15, BEING A BYLAW TO AMEND THE COUNTY OF VERMILION RIVER MUNICIPAL DEVELOPMENT PLAN (BYLAW 19-03)

7. **BUSINESS ARISING OUT OF PRIOR MEETINGS**
8. **COUNCIL NEW BUSINESS**

8.a ORGANIZATIONAL MEETING DATE REVISION

Recommendation:

THAT the County of Vermilion River cancel the Tuesday, October 28th, 2025 Organizational and Regular Meeting of Council.

Recommendation:

THAT the County of Vermilion River approve the date of October 30th, 2025 at 9 AM for the mandatory Councillor training on roles of municipalities, municipal organization and function, roles and responsibilities of Council and Councillors, roles and responsibilities of the Chief Administrative Officer and staff, conducted by Mr. Russ Farmer.

Recommendation:

THAT the County of Vermilion River approve the date for the 2025 Organizational Meeting and mandatory Councillor training in regards to key municipal plans, policies, and projects, budgeting and administration, and public participation for Monday, November 3rd at 9 AM.

8.b CHIEF ADMINISTRATIVE OFFICER REPORT

JUNE 2025 CHIEF ADMINISTRATIVE OFFICER REPORT

Motion Number:

THAT the County of Vermilion River approve the Chief Administrative Officer written report for June 2025 as information.

COUNCIL MEETING AND EVENTS CALENDARS AND COUNCIL ACTION TRACKER

Motion Number:

THAT the County of Vermilion River receive the July Council Meeting and Events Calendars and Council Action Tracker as information

8.c FINANCE

TAX RECOVERY AUCTION 2025 RESERVE BID – MOTION REQUIRED

Recommendation:

THAT, pursuant to Section 419(a) of the Municipal Government Act, the County of Vermilion River set the following reserve bids for the Tax Recovery Action to be held September 15, 2025.

LOT 1 BLOCK 1 PLAN 9323108 Reserve Bid \$

LOT 1A BLOCK 1 PLAN 0323583 Reserve Bid \$

LOT 16 BLOCK 9 PLAN 4687NY Reserve Bid \$

LOT 1 BLOCK 4 PLAN 2129EO Reserve Bid \$

LOT 16 BLOCK 1 PLAN 8021720 Reserve Bid \$

SW-26-51-02-W4 Reserve Bid \$

NE-21-55-04-W4 Reserve Bid \$

SE-21-55-04-W4 Reserve Bid \$

NE-16-55-05-W4 Reserve Bid \$

Contract for the Designated Industrial Properties inspection

Recommendation:

THAT the County of Vermilion River approve and authorize the Reeve and Chief Administrative Officer (CAO) to sign the attached contract for the inspection and review of Designated Industrial Properties within the County, as outlined in the contract terms.

JUNE 2025 FINANCIAL REPORT

Recommendation:

THAT the County of Vermilion River accept the June 2025 Financial Report as presented.

Request for Information

8.d PUBLIC WORKS AND UTILITIES

SNOW CLEARING SERVICES ON PRIVATE PROPERTY

Recommendation:

THAT the County of Vermilion River accept the information on snow clearing services on private property for information.

CONCERN TRACKER REPORT

Recommendation:

THAT the County of Vermilion River receive the current Concern Tracker Report from June 18, 2025, to July 8, 2025, and a report of the Active and In Progress Concern Tracker up to June 17, 2025, for information.

Request for Information

8.e NATURAL GAS UTILITY

FEDGAS ZONE 3 & 4 DIRECTOR ELECTIONS – MOTION REQUIRED

Recommendation:

THAT the County of Vermilion River nominate _____ for the position of Zone 3 FedGas Board Director.

2025 Gas Alberta Inc. Director Nominations – For Information

Recommendation:

THAT the County of Vermilion River receive the 2025 Gas Alberta Inc. Director Nomination Request package as information.

Request for Information

8.f AGRICULTURE AND ENVIRONMENT

Request for Information

8.g PROTECTIVE SERVICES

Alberta Police Review Commission – June 2025 Update

Motion Number:

THAT the County of Vermilion River accept the update on the progress of the establishment of a new public agency to review police complaints as information.

Protective Services – Summary of Operations: January – July 2025

Recommendation:

THAT the County of Vermilion River accept for information the summary of operations for the Protective Services Department, including; Fire, Public Safety and Emergency Management, from January 1st to June 30th 2025.

EC911 AFRRCS – Capital Advance

Recommendation:

THAT the County of Vermilion River accept for information the update on requisition for EC911 Dispatch cost advance for the transition to AFRRCS.

Request for Information

8.h PLANNING AND COMMUNITY SERVICES

MUNICIPAL PARTNER FOR BUFFALO COULEE HALL FUNDING APPLICATION – MOTION REQUIRED

Recommendation:

THAT the County of Vermilion River partner with Buffalo Coulee Hall for the purpose of Buffalo Coulee Hall application for approval from Farm Credit Canada AgriSpirit Funding for capital improvements to the Buffalo Coulee Hall.

Recommendation:

THAT the County of Vermilion River authorize the Reeve to sign the letter of support to the Buffalo Coulee Community Hall for their application to Farm Credit Canada AgriSpirit Funding for capital improvements to the Buffalo Coulee Hall.

BUFFALO COULEE COMMUNITY CLUB ROOF REPAIR REQUEST – MOTION REQUIRED

Recommendation:

THAT the County of Vermilion River approve funding in the amount of \$28,000.00 as per Policy *PD 021 – Community Enhancement Funding Policy*, from the Community Services Reserve to the Buffalo Coulee Community Club Roof Repair Project.

Request for Information

8.i GENERAL ADMINISTRATION

CORRESPONDENCE

Motion Number:

THAT the County of Vermilion River receive the following correspondence as information:

Letter from the Town of Vermilion_Severed

Letter from Kitscoty Community Cabin 4 Kids Society_Severed

Letter from Canadian Postmasters and Assistants Association_Severed

2025.05.29 VDHF Approved Board Meeting Minutes_Redacted

VILLAGE AND HAMLET NEWSLETTERS

Motion Number:

THAT the County of Vermilion River receive the Villages of Kitscoty, Marwayne and Paradise Valley, Town of Vermilion and Hamlet of Dewberry newsletters as information.

ALBERTA HUB BOARD MINUTES AND AGM OF JUNE 25, 2025

Recommendation:

THAT the County of Vermilion River receive the Alberta HUB Board Minutes and AGM Minutes of June 25, 2025 as information.

June Report for the Assistant Chief Administrative Officer

Recommendation:

THAT the County of Vermilion River accepts the June report for the Assistant Chief Administrative Officer as information.

Request for Information

9. POLICIES

10. BYLAWS

10.a BYLAW 25-13 – FEE BYLAW – MOTION REQUIRED

Recommendation:

THAT the County of Vermilion River give Third and Final Reading to Bylaw 25-13, being the Schedule of Fees for Goods and Services.

10.b BYLAW 25-15, BEING A BYLAW TO AMEND THE COUNTY OF VERMILION RIVER MUNICIPAL DEVELOPMENT PLAN (BYLAW 19-03) - MOTION REQUIRED

Recommendation:

THAT the County of Vermilion River give Second Reading to Bylaw 25-15, being a bylaw to amend the County of Vermilion River Municipal Development Plan (Bylaw 19-03), for the purpose of amending Section 5.2 Adequate Subdivision of Land to revise part 5.2.8 to read *"The combined total maximum area of land that may be subdivided from a quarter section for vacant rural residential parcels, abandoned farmstead operations, and developed rural residential parcels shall be 10.1 ha (25.0 ac) (See Figure 3)"*

Recommendation:

THAT the County of Vermilion River give Third and Final Reading to Bylaw 25-15, being a bylaw to amend the County of Vermilion River Municipal Development Plan (Bylaw 19-03), for the purpose of amending Section 5.2 Adequate Subdivision of Land to revise part 5.2.8 to read *"The combined total maximum area of land that may be subdivided from a quarter section for vacant rural residential parcels, abandoned farmstead operations, and developed rural residential parcels shall be 10.1 ha (25.0 ac) (See Figure 3)"*

10.c BYLAW 25-17, CANOLA FARMS AREA STRUCTURE PLAN – MOTION REQUIRED

Recommendation:

THAT the County of Vermilion River give First Reading to Bylaw 25-17, being a bylaw to adopt the Canola Farms Area Structure Plan for NE-7-51-6W4M.

Recommendation:

THAT the County of Vermilion River schedule a Public Hearing for Bylaw 25-17, being a bylaw to adopt the Canola Farms Area Structure Plan for NE-7-51-6W4M for August 11, 2025 at 9:05AM in Council Chambers at 5011 – 50 Street in Kitscoty, Alberta.

- 11. DELEGATIONS / PUBLIC HEARINGS**
- 12. DISPOSITION OF DELEGATION BUSINESS**
- 13. NOTICES OF MOTION**
- 14. COUNCIL REPORTS**

15. CLOSED SESSION - CONFIDENTIAL

Motion Number:

THAT the County of Vermilion River Regular Meeting of Council move to a Closed Session at 0:00 PM with all members in attendance.

15.a PERSONNEL, ACCESS TO INFORMATION ACT OF ALBERTA 2024 LABOUR SECTION 20(1)

16. RETURN TO OPEN SESSION

Motion Number:

THAT the County of Vermilion River Regular Meeting of Council return to Open Session at 0:00 PM with all members in attendance.

17. BUSINESS ARISING OUT OF CLOSED SESSION

18. ADJOURNMENT