



Meeting Minutes

Regular Council Meeting

February 25, 2025, 9:00 AM

Town of Kitscoty Council Chambers/ Via ZOOM Webinar

5011 50 Street

Kitscoty, Alberta, Canada

Attendance

Reeve Marty Baker
Deputy Reeve Leslie Cusack
Councillor Dale Swyripa
Councillor Stacey Hryciuk
Councillor George Kuneff
Councillor Jason Stelmaschuk
Councillor Clinton Murray

Staff Present

CAO Alan Parkin
Executive Assistant Susan Hodges Marlowe
ACAO Hannah Musterer
Director of Corporate Services Viren Tailer
Director of Protective Services Kirk Hughes
General Manager of Public Works Ben McPhee
Finance Manager Natasha Wobeser
Finance Nancy Fleming
Planning and Community Services Administrative Assistant
Andrea Neufeld
Public Works Administrative Assistant Holli Harty
Protective Services Administrative Assistant Jolene Levesque

1. CALL TO ORDER

Reeve M. Baker called the February 25, 2025 Regular Council Meeting to order at 9:00 AM with all members in attendance.

This meeting was open to the public in person or via ZOOM webinar registration with 0 members of the public registered to attend.

Vermilion RCMP Sgt. Corey Buckingham entered the meeting at 9:00 AM.

2. OPENING INSPIRATION - REEVE MARTY BAKER

Reeve Marty Baker provided an opening inspiration to the February 25, 2025 Regular Council Meeting.

3. ADDITIONS TO AGENDA

4. ADOPTION OF AGENDA

Motion Number: 2025-02-25

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River approve the February 25, 2025 Regular Council Meeting Agenda as presented.

CARRIED

5. ADOPTION OF MINUTES

5.a REGULAR COUNCIL MEETING - FEBRUARY 11, 2025

Motion Number: 2025-02-26

Moved by Councillor C. Murray

THAT the County of Vermilion River approve the February 11, 2025 Regular Council Meeting Minutes as presented.

CARRIED

5.b POLICY & PRIORITY COMMITTEE MEETING - FEBRUARY 18, 2025

Motion Number: 2025-02-27

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River approve the February 18, 2025 Policy and Priorities Committee Meeting Minutes as presented.

CARRIED

6. APPOINTMENTS

Human Resources Administrator Andrea Wilkinson, Public Works Finance Technician Jennifer Robertson and Community Development/FCSS Candice McLean entered the meeting at 9:05 AM.

Engineering Technician Tristian Pidruchney entered the meeting at 9:08 AM.

Information Technologist Jaime Petty joined the meeting at 9:14 AM.

Vermilion and Area Brighter Beginnings representative Melanie Rogers, Director of Planning and Community Services Roger Garnett and Public Works Administrative Assistant Karri Shurniak entered the meeting at 9:20 AM.

6.a 9:02 AM VERMILION RCMP REPORT - SGT. COREY BUCKINGHAM

Motion Number: 2025-02-28

Moved by Councillor G. Kuneff

THAT the County of Vermilion River receive the Vermilion RCMP report as information.

CARRIED

Sgt. Corey Buckingham left the meeting at 9:21 AM

6.b 9:25 AM VERMILION AND AREA BRIGHTER BEGINNINGS - MELANIE ROGERS

Melanie Rogers left the meeting at 9:34 AM.

7. BUSINESS ARISING OUT OF PRIOR MEETINGS

7.a LETTER OF RESPONSE - REGIONAL INFRASTRUCTURE

Motion Number: 2025-02-29

Moved by Councillor C. Murray

THAT the County of Vermilion River approve the Regional Infrastructure response letter and direct Reeve Marty Baker to sign the letter.

CARRIED

8. COUNCIL NEW BUSINESS

8.a CHIEF ADMINISTRATIVE OFFICER REPORT

1. COUNCIL MEETING, AGENDA CALENDARS AND ACTION TRACKER

Motion Number: 2025-02-30

Moved by Councillor G. Kuneff

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

CARRIED

8.b FINANCE

1. JANUARY 2025 FINANCIAL REPORT

Motion Number: 2025-02-31

Moved by Deputy Reeve L. Cusack

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

CARRIED

2. Request for Information

RECESS – THAT the County of Vermilion River recess at 9:42 AM and reconvened at 9:50 AM with all members in attendance.

8.c PUBLIC WORKS AND UTILITIES

1. TWP 522 TEXAS GATE RESOLUTION

Motion Number: 2025-02-32

Moved by Councillor C. Murray

THAT the County of Vermilion River accept the TWP 522 Texas Gate report as information.

CARRIED

2. BLACKFOOT LAGOON EVAPORATION POND

Motion Number: 2025-02-33

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River accept McElhanney's price estimate of \$190,000.00 for engineering costs inclusive of detailed design, tendering, and proceed to the detailed design phase of the project.

CARRIED

Motion Number: 2025-02-34

Moved by Councillor D. Swyripa

THAT the County of Vermilion River direct Administration to request a scope change from pipeline discharge to evaporation pond for the Alberta Municipal Water/Wastewater Partnership grant for Blackfoot Lagoon discharge project.

For (5): Reeve Marty Baker, Deputy Reeve L. Cusack, Councillor D. Swyripa, Councillor S. Hryciuk, Councillor G. Kuneff, and Councillor J. Stelmaschuk

Against (1): Councillor C. Murray

CARRIED (6 to 1)

3. 2024 PUBLIC WORKS YEAR IN REVIEW

Motion Number: 2025-02-35

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River receive the 2024 Public Works Year in Review for information.

CARRIED

4. PUBLIC WORKS MONTHLY REPORT FOR JANUARY 2025

Motion Number: 2025-02-36

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River receive the January 2025 Public Works Monthly Report for information.

CARRIED

5. CONCERN TRACKER REPORT

Motion Number: 2025-02-37

Moved by Councillor G. Kuneff

THAT the County of Vermilion River receive the Current Concern Tracker Report from February 5, 2025, to February 18, 2025, and a report of the Active and In-Progress Concern Tracker up to February 4, 2025, for information.

CARRIED

6. Request for Information

Network crash ZOOM Webinar restored at 11:31 AM with H. Musterer, K. Hughes, A. Neufeld, A. Wilkinson, N. Fleming and N. Wobeser.

J. Petty and V. Tailor returned to the meeting at 11:33 AM.

8.d NATURAL GAS UTILITY

1. CROWN LAND APPLICATIONS – MOTION REQUIRED

Motion Number: 2025-02-38

Moved by Councillor C. Murray

THAT the County of Vermilion River send a letter requesting reduced timelines in processing applications for pipelines on public lands to the Alberta Minister of Forestry and Parks, carbon copied to the Ministry of Service Alberta and Red Tape Reduction, Ministry of Energy and Minerals, MLA Garth Rowswell, and the Federation of Alberta Gas Co-operatives.

CARRIED

C. McLean, J. Robertson and B. McPhee returned to the meeting at 11:41 AM.

2. 2024 GAS UTILITY ANNUAL REPORT – FOR INFORMATION

Motion Number: 2025-02-39

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River receive the 2024 Gas Utility Annual Report as information.

CARRIED

Motion Number: 2025-02-40

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River transfer the surplus of \$742,645.00 to Gas Infrastructure Reserve.

CARRIED

R. Garnett, K. Shurnaik, T. Pidruchney and H. Harty returned to the meeting at 11:45 AM.

3. CNG VEHICLES REPORT 2024 YEAR-END – FOR INFORMATION

Motion Number: 2025-02-41

Moved by Councillor D. Swyripa

THAT the County of Vermilion River receive the Year-End 2024 CNG Vehicles Report for information.

CARRIED

4. Request for Information

RECESS – THAT the County of Vermilion River recessed at 11:58 AM for lunch and reconvened at 12:31 PM with all members in attendance.

8.e AGRICULTURE AND ENVIRONMENT

1. Request for Information

8.f PROTECTIVE SERVICES

1. Request for Information

8.g PLANNING AND COMMUNITY SERVICES

1. MINERAL LEASE ON NW-7-50-1W4M – MOTION REQUIRED

Motion Number: 2025-02-42

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River approve the Petroleum and Natural Gas Lease form, enter into Agreement with Capital Land Services Ltd., and that Administration first obtain approval from the Minister of Municipal Affairs to enter into a lease for freehold mines and minerals upon or under NW-7-50-1W4M held by the Municipal District of Wellington NO. 481, also known as the County of Vermilion River.

CARRIED

2. BUFFALO TRAIL SCHOOL DIVISION JOINT USE AND PLANNING AGREEMENT – MOTION REQUIRED

Motion Number: 2025-02-43

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River approve the presented Joint Use and Planning agreement with Buffalo Trail School Division and send the amended agreement to Buffalo Trail School Division for signature.

CARRIED

3. LETTER FROM BUFFALO TRAIL SCHOOL DIVISION – FOR INFORMATION

Motion Number: 2025-02-44

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River receive the correspondence from Buffalo Trail Public Schools as information.

CARRIED

4. Request for Information

8.h GENERAL ADMINISTRATION

1. LETTER FROM MINISTER MCIVER - JOINT USE AND PLANNING AGREEMENTS EXTENSION

Motion Number: 2025-02-45

Moved by Councillor D. Swyripa

THAT the County of Vermilion River receive the Letter and Ministerial Order from Minister McIver regarding the Joint Use and Planning Agreements (JUPA) extension as information.

CARRIED

2. CORRESPONDENCE

EC911 fall meeting minutes - draft

2025 Minister's Awards for Municipal and Public Library Excellence Program

ASB Summer Tour Letter - Wheatland County 2026

Northern Sunrise County Declaration of Natural Disaster for Honey Production

Bill C-293 letters

Holy Rosary Invitation for March 4 Turf Announcement

Lakeland College Donor and Student Recognition

Motion Number: 2025-02-46

Moved by Deputy Reeve L. Cusack

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

EC911 fall meeting minutes - draft

2025 Minister's Awards for Municipal and Public Library Excellence Program

ASB Summer Tour Letter - Wheatland County 2026

Northern Sunrise County Declaration of Natural Disaster for Honey Production

Bill C-293 letters

Holy Rosary Invitation for March 4 Turf Announcement

Lakeland College Donor and Student Recognition

CARRIED

3. Request for Information

9. POLICIES

9.a FI 012 BASIC MUNICIPAL TRANSPORTATION GRANT-STREET IMPROVEMENT PROGRAM GRANT POLICY

Motion Number: 2025-02-47

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River rescind Policy FI 012 Basic Municipal Transportation Grant (BMGT) – Street Improvement Program (SIP) Grant Policy.

CARRIED

9.b POLICY NG 011 GAS MONITORING UNITS

Motion Number: 2025-02-48

Moved by Councillor G. Kuneff

THAT the County of Vermilion River rescind NG 011 – Gas Monitoring Units.

CARRIED

9.c NG 015 – NATURAL GAS INFILL INVESTMENT

Motion Number: 2025-02-49

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River approve Policy NG 015 – Natural Gas Infill Investment as presented.

CARRIED

9.d RESCIND POLICY PE 023 BANKED OVERTIME

Motion Number: 2025-02-50

Moved by Councillor C. Murray

THAT the County of Vermilion River rescind Policy PE 023 Banked Overtime.

CARRIED

10. BYLAWS

10.a BYLAW 19-01 COUNCIL CODE OF CONDUCT - REVIEW

Motion Number: 2025-02-51

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River give First Reading to Bylaw 19-01 Council Code of Conduct with amendment to 5.1 vi. To add the word “not”.

CARRIED

10.b BYLAW 25-02 MUNICIPAL PROPERTY TAX INCENTIVE EXEMPTION FOR NEW NON-RESIDENTIAL DEVELOPMENT OR EXPANSIONS

Motion Number: 2025-02-52

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River give Second Reading of Bylaw 25-02 Municipal Property Tax Incentive Exemption for New Non-Residential Development or Expansions.

CARRIED

Motion Number: 2025-02-53

Moved by Councillor G. Kuneff

THAT the County of Vermilion River give Third and Final Reading of Bylaw 25-02 Municipal Property Tax Incentive Exemption for New Non-Residential Development or Expansions.

CARRIED

H. Harty, K. Shurnaik, N. Wobeser and J. Robertson left the meeting at 1:15 PM.

11. DISPOSITION OF APPOINTMENT BUSINESS

11.a VERMILION AND AREA BRIGHTER BEGINNINGS

Motion Number: 2025-02-54

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River receive the Vermilion and Area Brighter Beginnings presentation as information.

CARRIED

12. NOTICES OF MOTION

13. COUNCIL REPORTS

Councillor Stacey Hryciuk reported on Vermilion and District Housing Foundation, Buffalo Coulee events.

Deputy Reeve Leslie Cusack reported on arrival of new fire truck in Vermilion, AB HUB, St. Patty's Night coming up in Clandonald.

Reeve Marty Baker reported on arrival of new fire truck in Vermilion, ACE Water, Special meetings Vermilion and District Housing Foundation

Councillor Clinton Murray reported on Lloydminster Regional Housing Group

Councillor Jason Stelmaschuk reported on arrival of fire truck in Vermilion, Lloydminster Regional Housing Group

Councillor Dale Swyripa reported on FED GAS

Councillor George Kuneff reported on Rural Crime Watch Meeting, RCMP Community Meetings and Vermilion River Regional Waste Management Commission.

14. ADJOURNMENT

Reeve M. Baker adjourned the February 25, 2025 Regular Council Meeting at 1:32 PM with all members in attendance.

Marty Baker, Reeve

Alan Parkin, Chief Administrative Officer