



September 01, 2026

Delegations

Jackie Seely with STARS

Jackie Seely with STARS presented the Town of Vermilion's Annual Update. This annual report outlines when STARS was founded, what they do, and who they support. This report is available on the Town's website under Council Meetings.

Chad Hallman with Jenni Byrne and Associates

Council received an advocacy presentation from Chad Hallman, Vice President with Jenni Byrne and Associates. Related matters were subsequently discussed in camera, in accordance with the Access to Information Act (ATIA), Section 26(1) – Disclosure Harmful to Intergovernmental Relations, and Section 29(1) – Advice from Officials, to allow for a fulsome and candid discussion on their services and opportunities to support advocacy efforts and advance municipal priorities through strategic government relations and stakeholder engagement..

Business Arising From Prior Meetings

CAO Compensation Policy No. 26-06

Committee of the Whole directed Administration to bring the Chief Administrative Officer Compensation Review Policy to the September 15, 2026 Council Meeting for approval as presented. The CAO Compensation Review Policy has been developed at the direction of Council following the CAO performance evaluation process conducted on June 23 and July 14. Policy is intended to complemented the provisions in the CAO Bylaw by establishing a clear and consistent framework for the review of CAO compensation.

New Business

2026 Corporate Services Policy Rescinding Report

Committee of the Whole received the Corporate Services Policy Rescinding Report as information and Administration shall bring this item forward to a future meeting for decision. Administration is reviewing the Town's governance documents, which includes the use Bylaws, Policies and Directives, to ensure that all documents are current.

2027 Cost of Living Allowance

Committee of the Whole received the 2027 Cost of Living Allowance (COLA) report as information. This report is to provide Council with current cost of living information and to obtain direct from Council regarding the 2027 COLA for municipal staff. Approval in September 2026 will allow Administration to accurately incorporate salary expenditures into the draft 2027 operating budget. COLA adjustments ensure employee compensation remains reasonably aligned with inflationary pressures and labour market conditions. COLA adjustments are intended to offset increases in consumer price and do not represent merit increases or market compensation adjustments,

Draft Patron Conduct Policy

Committee of the Whole received the draft Patron Conduct Policy as information and directed Administration to bring it to a future meeting for decision. As part of Administration's ongoing review of governance documents, it was identified that the Town facilities if required. The Town is committed to providing safe, welcoming and accessible public facilities and services. While the majority of interactions between residents and the Town are respectful and productive, establishing a formal Patron Conduct Policy will provide clear expectations, ensure consistent application, and support staff in responding appropriately to incidents.

Draft Video Surveillance in Public Areas Policy

Committee of the Whole received the draft Video Surveillance Policy as information and directed Administration to bring it to a future meeting for decision. As part of Administration's ongoing review of governance documents, it was identified that the Town did not have a policy governing the installation, operation and management of video surveillance systems in Town-owned and operated public facilities and spaces. The Town currently utilizes video surveillance systems in select public facilities and locations to support public safety, protect municipal assets, deter vandalism and assist in investigations when incidents occur.

Municipal Collection Services – Delivery Options

Committee of the Whole received the Municipal Waste Collection Service Delivery Options Policy as information and directed Administration to seek proposals for alternate waste collection services. The Town currently provides residential and commercial garbage collection and contracts Integrity Waste Solutions for residential organics collection and commercial cardboard/recycling bin collection. The existing garbage truck is approaching 10 years of service and 14,000 operating hours. Given its age, operating hours and the critical nature of the service, Administration considers the unit to be nearing the end of its expected service life. This provides an appropriate opportunity to consider whether the Town should replace the existing unit or explore contracting its waste collection services.

Water and Wastewater Utility Bylaw

Committee of the Whole directed Administration to bring the Water and Wastewater Utility Bylaw to the Regular Council Meeting on September 15, 2026 for first reading. Administration has prepared a new Water and Wastewater Utility Bylaw to update the Town's existing bylaw and provide clearer direction for the delivery and administration of water and wastewater services. The proposed Bylaw clarifies how utility accounts are established and managed, including moving towards utility accounts being held in the name of the property owner(s). The Bylaw also clarifies responsibilities of the Town and property owners for water and wastewater infrastructure. Other updates address utility billing and adjustments, water meters and

service connections, vacant properties, water restrictions, protection of the water system, and wastewater discharges. Upon final passing, the new Bylaw would replace Bylaw 5-2020 and all amendments thereto.

CN Railway Building – Facility Assessment and Feasibility

Committee of the Whole received the CN Engineering Report as information. Alberta Forestry and Parks retained TBD Architecture & Urban Planning and its engineering subconsultants to complete a facility assessment and feasibility study. The consultant team completed an on-site review on March 6, 2025, and the final report was issued May 30, 2025. The study reviewed architectural, structural, mechanical and electrical conditions, current code and life-safety deficiencies, and potential redevelopment options.

Administration has provided the soon to be established Vermilion CN Station Preservation Society with a copy of the report. The Society will then move forward with its activities and objectives for the potential restoration of the CN building.

These Highlights of Committee of the Whole are an informative summary only, as official minutes of the meeting will be approved at the next regular meeting of Council.