



**COMMITTEE OF THE WHOLE MEETING MINUTES
HELD ON Tuesday, April 07, 2026 at 02:00 PM
Town of Vermilion Council Chambers/Via Zoom Webinar
5021 49 Avenue Vermilion, Alberta**

Council Members Present:

Mayor Robert Snow
Councillor Justin Clark
Councillor Bruce MacDuff
Councillor Sherry Martin
Councillor Kellen Snelgrove

Regrets:

Councillor Paul Conlon
Deputy Mayor Kevin Martin
Chief Administrative Officer
Shannon Harrower

Administrative Staff Present:

Director of Infrastructure and Planning Services Robert Dauphinee
Director of Corporate Services Marilyn Lavoie
Executive Assistant Shannon Kennedy
Infrastructure Administrative Assistant Heather Watt

1. CALL TO ORDER

Mayor Robert Snow called the meeting to order at 2:00 p.m.

2. ADDITIONS TO THE AGENDA

3. ADOPTION OF THE AGENDA

MOTION # #26/04/09C

Moved By Councillor Justin Clark

That the Agenda be approved as presented.

Carried

4. DELEGATIONS

- **2:00pm - James MacDonald - Northern Lights Library System Executive Director**

Northern Lights Library System Executive Director, James MacDonald presented the Vermilion Public Library 2025 Value Statement.

5. NEW BUSINESS

5.1 Accounts Receivable and Collections Policy No. 26-04

MOTION # #26/04/10C

Moved By Councillor Bruce MacDuff

That Committee of the Whole direct administration to bring the Accounts Receivable and Collections Policy forward to the April 22, 2026 Regular Council Meeting for approval.

Carried

5.2 Sewer Charge Adjustment Policy No. 26-05

MOTION # #26/04/11C

Moved By Councillor Kellen Snelgrove

That the Committee of the Whole direct Administration to bring the Sewer Charge Adjustment Policy to the April 22, 2026 Regular Council Meeting for approval.

Carried

6. MANAGEMENT REPORTS

Accepted as information.

6.1 Chief Administrative Officer Report

6.2 Director of Corporate Services Report

6.3 Director of Infrastructure & Planning Report

7. FINANCIAL

- Accounts Payable Listing February 27 - March 31, 2026

Accepted as information.

8. CORRESPONDENCE

Accepted as Information.

9. CLOSED SESSION

10. ADJOURNMENT

Being that the Agenda matters concluded, the meeting adjourned at approximately 2:51 p.m.

Mayor

Chief Administrative Officer