



**REGULAR MEETING OF COUNCIL MINUTES
HELD ON Tuesday, March 17, 2026 at 06:00 PM
Town of Vermilion Council Chambers/Via Zoom Webinar
5021 49 Avenue Vermilion, Alberta**

Council Members Present:

Mayor Robert Snow
Councillor Justin Clark
Councillor Paul Conlon
Councillor Bruce MacDuff
Deputy Mayor Kevin Martin
Councillor Sherry Martin
Councillor Kellen Snelgrove

Administrative Staff Present:

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

Regrets:

Director of Community Services Michael Van der Torre

1. CALL TO ORDER

Mayor Robert Snow called the meeting to order at 6:00 PM

2. ADDITIONS TO THE AGENDA

3. ADOPTION OF THE AGENDA

MOTION # #26/03/44

Moved By Councillor Bruce MacDuff

That the Agenda be approved as presented.

CARRIED

4. ADOPTION OF THE PREVIOUS MINUTES

4.1 Regular Council Meeting - March 03, 2026

MOTION # #26/03/45

Moved By Councillor Paul Conlon

That Council for the Town of Vermilion approve the minutes from the Regular Council meeting dated March 03, 2026.

CARRIED

5. DELEGATIONS

6. BUSINESS ARISING FROM PRIOR MEETINGS

6.1 Community Futures Board Representative Request

MOTION # #26/03/46

Moved By Councillor Justin Clark

That Council for the Town of Vermilion appoint Deputy Mayor Kevin Martin to sit on the Community Futures Lloydminster & Region Board.

CARRIED

7. NEW BUSINESS

7.1 Bylaw No. 2-2026, Amendment to the CAO Bylaw

MOTION # #26/03/47

Moved By Councillor Paul Conlon

That Council for the Town of Vermilion give first reading to Bylaw No. 2-2026, a bylaw of the Town of Vermilion for the purpose of amending Bylaw No. 7-

2025, being the Bylaw to establish the position of Chief Administrative Officer.

CARRIED

MOTION # #26/03/48

Moved By Deputy Mayor Kevin Martin

That Council for the Town of Vermilion give second reading to Bylaw No. 2-2026, a bylaw of the Town of Vermilion for the purpose of amending Bylaw No. 7-2025, being the Bylaw to establish the position of Chief Administrative Officer.

CARRIED

MOTION # #26/03/49

Moved By Councillor Bruce MacDuff

That Council for the Town of Vermilion introduce for third reading Bylaw No. 2-2026, a bylaw of the Town of Vermilion for the purpose of amending Bylaw No. 7-2025, being the Bylaw to establish the position of Chief Administrative Officer.

CARRIED

MOTION # #26/03/50

Moved By Councillor Paul Conlon

That Council for the Town of Vermilion give third and final reading to Bylaw No. 2-2026, a bylaw of the Town of Vermilion for the purpose of amending Bylaw No. 7-2025, being the Bylaw to establish the position of Chief Administrative Officer.

CARRIED

7.2 Vermilion & District Chamber of Commerce – Funding Request

MOTION # #26/03/51

Moved By Councillor Justin Clark

That Council for the Town of Vermilion receive the funding request from the Vermilion & District Chamber of Commerce as information.

CARRIED

7.3 Bylaw No. 3-2026 Amendment to the Land Use Bylaw 1-2020

MOTION # #26/03/52

**Moved By Deputy Mayor Kevin Martin
That Council of the Town of Vermilion give First Reading to Bylaw No. 3-2026,
being a bylaw to amend the Land Use Bylaw No. 1-2020 and further, that a
Public Hearing for Bylaw No. 3-2026 be scheduled for April 22, 2026 at 6:00
PM during the Regular Meeting of Council at Town Hall.**

CARRIED

7.4 Mill Rate Bylaw No. 4-2026

MOTION # #26/03/53

Moved By Councillor Paul Conlon

**That Council for the Town of Vermilion give first reading to Bylaw No. 4-2026,
being a bylaw for the purpose of authorizing the rates of taxation to be levied
against assessable property for the 2026 year tax year.**

CARRIED

8. COUNCIL ROUND TABLE

As per video and the attached documentation.

9. CORRESPONDENCE

Accepted as information.

10. CLOSED SESSION

MOTION #26/03/54

Moved By Councillor Bruce MacDuff

That the Town of Vermilion move into closed session at 6:53 PM

CARRIED

**Access to Information Act (ATIA) Section 26 (1) (b) County of Vermilion River Intermunicipal
Liaison Committee (ILC) Matters.**

Access to Information Act (ATIA) Section 29 (1) Advice from Officials.

MOTION # #26/03/55

Moved By Councillor Sherry Martin

That Council for the Town of Vermilion move out of closed session at 8:09PM

CARRIED

11. AGREEMENTS

11.1 Fire Agreement Extension

MOTION # #26/03/56

Moved By Councillor Sherry Martin

That Council for the Town of Vermilion approve the extension of the current Fire Services Agreement with the County of Vermilion River to June 30, 2026.

CARRIED

12. ADJOURNMENT

Being the Agenda matters concluded, the meeting adjourned at approximately 8:09PM.

Mayor

Chief Administrative Officer

