

**Agenda for the
Organizational Meeting of the Vauxhall Town Council
Monday, October 19, 2026
6:00 p.m. – Vauxhall Council Chambers**

<u>Agenda Item</u>	<u>Action</u>
1. Call to Order	
2. Adoption of Agenda	For Adoption
3. Appointment of Mayor	
4. Appointment of Deputy Mayor	
5. Appointments	
a.) Boards/Committees and Commissions-Descriptions	
• Council Appointments	Resolution
6. Regular Council Meeting dates	
a) Regular Council Meeting Dates	Resolution
7. Adjournment	



Town of Vauxhall Council Memo

Date: October 14, 2026
Proposed by: Administration
Topic: Appointment to Boards & Committees

Background:

Please see below proposed motions to approve the Council Member to the committee and boards until the next organizational meeting of Council in 2027.

Appointments:

The Municipal Planning Commission shall be comprised of not more than three (3) persons, whom shall be elected members of Council. The Municipal Planning Commission is authorized to make decisions on applications for development approval in accordance with the administrative procedures, land uses, and schedules established in the municipal land use bylaw. Their decisions can be appealed.

3 Councillors & 1 Alternate 2nd & 4th Monday each month (as needed) Council Chambers @ 5:15p.m.

Moved by Councillor _____ to appoint Councillors _____, _____, and the alternate Councillor _____ to the Municipal Planning Commission for a term of one year, until the next organizational meeting of council in 2027.

Mayors and Reeves across Southern Alberta meet to discuss issues that affect their municipalities and collectively agree on solutions to issues that arise. Meets the first Friday of each month (excluding July and August) 1:00pm. Chinook Arch Regional Library-Lethbridge.
Only the Mayor is appointed to this Board

Moved by Councillor _____ to appoint Mayor _____ to the Mayors and Reeves for a term of one year, until the next organizational meeting of council in 2027

The Chinook Intermunicipal Subdivision and Development Appeal Board is authorized to render decisions on appeals resulting from decisions of a Subdivision Authority or a Development Authority (MPC) in accordance with the South Saskatchewan Regional Plan (SSRP), the Municipal Government Act (MGA), the Subdivision and Development Regulation, the local Land Use Bylaw and statutory plans. The Board, and those Members who sit as a Board Panel hearing an appeal, shall govern its actions and hearings in respect of the processes and procedures as outlined in the Procedural Guidelines.

- A municipality can appoint up to three (3) board members.
- No more than one (1) appointee may be an elected official.
- The other two (2) appointees must be non-elected lay members.



Town of Vauxhall Council Memo

The MGA states that a panel for a Subdivision and Development Appeal Board Hearing must not have more than one (1) member of Council (regardless of what municipality they are elected in). A Board Member may only participate in appeal hearing if they have successfully completed the mandatory provincial training prior to the appeal hearing date.

1 elected Official as required (must be different from MPC Members)

Recommendation is Kim Cawley certification expires January 2028

Moved by Councillor _____ to appoint Councillor _____, the Chinook Intermunicipal Subdivision and Development Appeal Board for a term of one year, until the next organizational meeting of council in 2027.

The Inter-Municipal Development Authority comprises of two (2) Town of Vauxhall Council members and two (2) MD of Taber Council members. This committee meets on an as required basis to discuss issues related to future subdivision and development of lands within the designated inter-municipal plan boundary and promotes the ongoing cooperation, consultation and coordination the MD of Taber and the Town of Vauxhall have established. The Inter-municipal Development Plan Bylaw 844-09 relates to the fringe area within 1 mile of the Town of Vauxhall.

2 Councillors This committee makes recommendations to Council only.

Moved by Councillor _____ to appoint Councillors _____, _____, to the Inter-Municipal Development Authority for a term of one year, until the next organizational meeting of council in 2027.

The Oldman River Regional Services Commission is a municipal cooperative professional planning organization that provides urban and rural municipal planning to 39 municipalities in southwestern Alberta, Canada. One member of Council is appointed as a member for ORRSC. They are para-municipal organization whose staff provides a variety of planning services to its member municipalities from day-to-day planning and development advice to the long-range planning responsibilities outlined in the Municipal Government Act. More specifically, they provide:

- Subdivision assistance and processing.
- Preparation and amendment of statutory plans and bylaws including Municipal Development Plans, Land Use Bylaws, Area Structure Plans, Intermunicipal Development Plans.
- Mapping services including legal base maps, registered plan inventory maps, land use district maps, land ownership maps, subdivision design, plotting.
- Research services including population projections and archived documents.
- Planning support to municipal staff.
- Subdivision and Development Appeal Board advice.



Town of Vauxhall Council Memo

1 Councillor Quarterly Lethbridge (ORRSC)@ 7:00p.m.
(Councillor should be a member on the Municipal Planning Commission)

Moved by Councillor _____ to appoint Councillor _____ and Councillor _____ as Alternate to the Oldman River Regional Services Commission for a term of one year, until the next organizational meeting of council in 2027.

Taber and District Housing Foundation one representative from Vauxhall, the MD of Taber, Town of Taber and management of the Taber and District Housing Authority. The purpose of the committee is to manage Public Housing and Seniors Lodges within the Town of Vauxhall, Town of Taber, Village of Barnwell, and Hamlet of Grassy Lake.

1 Councillor 4th Thursday of the month 1:30-4:30pm Taber

Moved by Councillor _____ to appoint Councillor _____ to the Taber & District Housing Foundation for a term of one year, until the next organizational meeting of council in 2027.

FCSS is an 80/20 funding partnership between municipalities or Métis settlements, and the province. This is a multi-municipal organization governed by a Board of Directors.

1 Councillor Monthly

Moved by Councillor _____ to appoint Councillor _____ to the Barons-Eureka-Warner FCSS for a term of one year, until the next organizational meeting of council in 2027.

The Regional Fire Authority is comprised of two (2) elected officials from the both the Town of Vauxhall and the MD of Taber. The authority also consists of four non-voting members, two (2) of which are appointed by fire department members and one additional individual appointed by each municipality. The purpose of this committee is to provide fire protection services to residents of the Town and MD of Taber. The committee makes budget and other recommendations to Council.

2 Councillors Quarterly Authority sets meeting dates

Moved by Councillor _____ to appoint Councillors _____, _____, to the Vauxhall Regional Fire Authority for a term of one year, until the next organizational meeting of council in 2027.

SouthGrow is an economical development alliance of twenty-seven south central Alberta communities committed to working together to achieve prosperity for the region. SouthGrow's goal: to accelerate and enhance economic development and sustainability for communities in the SouthGrow Regional Initiative region.

1 Councillor & 1 Alternate quarterly meetings Southgrow sets meeting dates



Town of Vauxhall Council Memo

Moved by Councillor _____ to appoint Councillor _____ and Councillor _____ as Alternate to Southgrow for a term of one year, until the next organizational meeting of council in 2027.

The Vauxhall Library Board includes two (2) members of Council. The board has full management and control of the Municipal library, and shall organize, promote and maintain comprehensive & efficient library services.

2 Councillors Library Board sets meeting dates

Moved by Councillor _____ to appoint Councillors _____, _____, to the Vauxhall Library Board for a term of one year, until the next organizational meeting of council in 2027.

Chinook Arch Library Board which meets to discuss issues related to the Chinook Arch Library Board. This system includes 33 libraries in member municipalities.

1 Councillor 1st Thursday of April, August, and December Lethbridge
(This Councillor is one of the members from the Vauxhall Public Library Board)

Moved by Councillor _____ to appoint Councillor _____ to the Chinook Arch Library Board for a term of one year, until the next organizational meeting of council in 2027.

The Vauxhall & District Regional Water Commission consists of two (2) Councillors from the Town of Vauxhall and three (3) Councillors from the MD of Taber. The Commission has been established for the purpose of providing water treatment and water distribution services to the residents of the Town of Vauxhall, the Hamlet of Hays, and the Hamlet of Enchant.

2 Councillors or 1 Member at large as required Town Council Chambers

Vx & District Water Commission

Currently the other representative for the Town of Vauxhall is Richard Phillips representing as a member at Large. Administration has received confirmation Richard will continue on the commission if that is Council's preference, but he is complete happy to step aside if 2 Councillors want to fill the positions.

Two motions presented for council consideration

Moved by Councillor _____ to appoint Councillors _____, _____ to the Vauxhall & District Regional Water Commission for a term of one year, until the next organizational meeting of council in 2027

Moved by Councillor _____ to appoint Councillors _____, and Richard Phillips as our member at large to the Vauxhall & District Regional Water Commission for a term of one year, until the next organizational meeting of council in 2027.



Town of Vauxhall Council Memo

Protective Services Committee meetings are held jointly with representatives from the Town of Taber, MD of Taber and Village of Barnwell. This committee meets to discuss emergency services issues and to foster partnerships with key community and social support groups such as RCMP, Alberta Emergency Management and Alberta Health Services for emergency preparedness.

1 Councillor

As required

Moved by Councillor _____ to appoint Councillor _____, to the Inter-municipal Protective Services Committee for a term of one year, until the next organizational meeting of council in 2027.

Veterans Memorial Highway #36 to advocate and promote the improvement and development of the Veterans Memorial Highway #36 as a local, regional, and international transportation route, to maximize upon the resulting benefits to the eastern corridor communities. The Association shall support all efforts to improve safety and encourage economic development and expansion of Highway 63 and 881 which are integral to the future of Highway 36.

1 Councillor 2 to 3 times a year to be determined

Moved by Councillor _____ to appoint Councillor _____, to the Veterans Memorial Highway #36 for a term of one year, until the next organizational meeting of council in 2027.

Regional Assessment Review Board were in an agreement with Oldman River Reginal Services Commission as the coordinator for property assessment complaints for the residents of the member municipalities.

- A municipality can appoint up to two (2) board members.
- No more than one (1) appointee may be an elected official.
The MGA states that a panel for an Assessment Review Board Hearing must not have more than one (1) member of Council (regardless of what municipality they are elected in).

1 Councillor

As required

There will be a training session opportunity for 2027 in December. Councillor Norris will need to recertify or new training program for new member.

Councillor Russ Norris certification expires May 2027

Moved by Councillor _____ to appoint Councillor Norris to the Regional Assessment Review Board for a term of one year, until the next organizational meeting of council in 2027.



Town of Vauxhall Council Memo

Joint Economic Development Committee the mandate of this committee is to facilitate information sharing among Taber and District Chamber of Commerce, the Vauxhall & District Chamber of Commerce, the MD of Taber, Town of Taber Town of Vauxhall and Village of Barnwell. On strategic initiatives and opportunities in the region.

2 Councillors

every 2nd month

Taber

Moved by Councillor _____ to appoint Councillors _____, _____, to the Joint Economic Development Committee for a term of one year, until the next organizational meeting of council in 2027.

Vauxhall & District Chamber of Commerce is a volunteer organization of business owners and professionals committed dedicated to advancing and enhancing trade and commerce for the benefit of local businesses.

1 Councillor

determined by the Chamber

Moved by Councillor _____ to appoint Councillor _____, to the Vauxhall & District Chamber of Commerce for a term of one year, until the next organizational meeting of council in 2027.

Pheasant Festival Committee promote the annual festival held in October.

1 Councillor

As required

Moved by Councillor _____ to appoint Councillor _____, to the Pheasant Festival Committee for a term of one year, until the next organizational meeting of council in 2027.

Policy, Bylaw & Rate Committee supports Council to review Policy's, Bylaws and Rates and provide recommendations to Council.

2 Councillors

As required

Council Chambers

Moved by Councillor _____ to appoint Councillors _____, _____, to the Policy, Bylaw and Rate Committee for a term of one year, until the next organizational meeting of council in 2027.



Town of Vauxhall Council Memo

Vauxhall Community Center Advisory Committee shall advise Council on the community center upgrades. This committee contains 2 members of council, and balance from members of Vauxhall and surrounding MD of Taber.

2 Councillors As required

Moved by Councillor _____ to appoint Councillors _____, _____, to the Vauxhall Community Center Advisory Committee for a term of one year, until the next organizational meeting of council in 2027.

Intermunicipal Collaboration Committee October 2017 the Town of Vauxhall entered into an agreement with the MD of Taber with 4 main purposes

- To meet the requirement of the provincial legislation
- To entrench the philosophy and principles of collaboration for the 2 municipalities within an agreement
- To commit the municipalities to consultation and communication on intermunicipal matters.
- To clearly lay out a process that the partners to this agreement will deal with differences which occur from time to time in an efficient and in an appropriate manner for the purpose for maintaining their mutually beneficial relationship

This committee will serve as a non-decision-making body responsible for negotiation and management of intermunicipal opportunities and challenges. Comprised of elected official and administration the ICC will identify opportunities and prioritize intermunicipal actions for recommendation to the respective Councils.

3 Members of Council one of which is the mayor as required

Moved by Councillor _____ to appoint Mayor _____ and Councillors _____, _____, to the Intermunicipal Collaboration Committee for a term of one year, until the next organizational meeting of council in 2027.

Public Information Officer

Taber & District Solid Waste Management Committee the Town of Vauxhall, Village of Barnwell, MD of Taber and Town of Taber have an agreement to partner an environmentally friendly municipal solid waste management systems. This committee comprise of 8 members, 2 of each from every participating municipality.

2 Councillors

Moved by Councillor _____ to appoint Councillors _____, _____, to the Taber & District Solid Waste Management Committee for a term of one year, until the next organizational meeting of council in 2027.



Town of Vauxhall Council Memo

Business and Tourism Committee is to promote, expand and enhance the business and tourism development of Vauxhall. This committee shall consist of Town of Vauxhall residents of not more than 7 (seven) members.

2 Councillors

As required

April 11, 2023 Council Minutes (for Council Information)

RES: 23:71 MOVED by Deputy Mayor Cawley to approve the appointments of Shelly Mehlhaff and Rodney Lee to the Business and Tourism Advisory Committee.

Moved by Councillor _____ to appoint Councillors _____, _____, to the Business & Tourism Committee for a term of one year, until the next organizational meeting of council in 2027.

Vauxhall Agricultural Society – 1 Member of Council

Moved by Councillor _____ to appoint Councillor _____, to the Vauxhall Agricultural Society for a term of one year, until the next organizational meeting of council in 2027.

MD of Taber Airport Committee – 1 Member of Council

Moved by Councillor _____ to appoint Councillor _____, to the MD of Taber Airport Committee as a Town representative for a term of one year, until the next organizational meeting of council in 2027.

Taber Region Emergency Advisory Committee Bylaw 1020-26 emergency or disaster of a jurisdictional or multi-jurisdictional nature could affect any or all the following municipalities. Village of Barnwell, Town of Vauxhall, and Municipal District of Taber to such a degree that local resources would be inadequate to cope with the situation. To establish a Taber Region Emergency Advisory Committee to guide the creation, implementation, and evaluation of the Region Emergency Management Partnership plans and programs and to serve as an advisory function to the Councils of the partnering parties.

1 Councillor & 2 Alternates

As required

Moved by Councillor _____ to appoint Councillor _____ and Councillors _____, _____ as alternates to the Taber Region Emergency Advisory Committee for a term of one year, until the next organizational meeting of council in 2027.



Town of Vauxhall Council Memo

Town of Vauxhall Request for Decision

Date: October 2, 2026

Information provided by: Administration

Topic: Council Meeting Dates

Background:

Town Council Meetings are held in Council Chambers located in the Administration office (127 4th St. North). Council Meetings are held on the first and third Monday of every month at 6:00pm. If a regular meeting falls on a holiday, the meeting shall be on the next business day, unless the regular council meeting is cancelled by resolution of council. There is only one meeting in December, July and August held on the third Monday of the month.

Proposed Motion

Moved by Councillor _____ to hold the Regular Meetings of Council at the Administrative Office Council Chambers located at 127 4th St N. on the first and third Monday of every month at 6:00pm. December, July and August will be one meeting held on the third Monday of the month. If the date falls on a Statutory holiday the meeting will be held on Tuesday immediately following the holiday until the next Organizational Meeting of Council.

Moved by Councillor _____