

**MINUTES OF THE ELECTRONIC REGULAR MEETING OF COUNCIL  
of the Town of Whitecourt**  
held on Monday, April 26, 2021 at the Town Office Large Boardroom

Present:	Mayor Chichak; Deputy Mayor Connell; Councillors Chauvet, Hilts, McAree, Pickard and Schlosser; Chief Administrative Officer Smyl; and Recording Secretary Gallant.
Call to Order:	The meeting was called to order at 4:19pm. Mayor Chichak presiding.
Adoption of Agenda:	<u>21-139 Moved by Councillor Schlosser</u> That the Agenda be adopted as presented. <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Minutes from the April 12, 2021 Regular Electronic Meeting of Council:	<u>21-140 Moved by Councillor Hilts</u> That the Minutes from the April 12, 2021 Regular Electronic Meeting of Council be adopted as presented. <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Minutes from the April 13, 2021 Special Electronic Meeting of Council:	<u>21-141 Moved by Councillor Chauvet</u> That the Minutes from the April 13, 2021 Regular Electronic Meeting of Council be adopted as presented. <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Public Input Session:	No written submissions were received from members of the public with a request to address Council.
2020 Financial Statements:	<p>The Chief Administrative Officer introduced the Director of Corporate Services. The Director advised that the Financial Statements were prepared in accordance with the Municipal Government Act and introduced the Auditor, Curtis Friesen from Metrix Group. The Auditor provided the audit findings, opinion and statement to Council noting that there were no areas of concern identified.</p> <p>The Auditor advised that the audit process went well, with his company finding no concerns with internal controls, accounting policies and estimates, uncorrected misstatements, or significant difficulties encountered. The Auditor noted that the Town was in a good financial position; and that COVID-19 had impacted all departments throughout the Town.</p> <p><u>21-142 Moved by Deputy Mayor Connell</u></p> <p>That Council approve the 2020 Financial Statement for the year ended December 31, 2020 as presented. <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p></p>
2021 Enhancement Grant Allocation:	The Chief Administrative Officer advised that the recommendations for the 2021 Enhancement Grant allocation made by the Community Services Advisory Board were being brought forward and introduced the Director of Community Services to review the applications. The Director reviewed the recommendation from the Board, and noted that one submission did not meet grant requirements and was not recommended for funding.

21-143 Moved by Councillor Schlosser

That Council accept the Community Services Advisory Board’s recommendation to allocate \$21,388.00 from the 2021 Enhancement Grant as follows:

<b>Group</b>	<b>Project</b>	<b>Funding Recommendation</b>
Little Sprouts Fundraising Society	Little Sprouts Outdoor Play Space	\$4,052.00
Empowering Citizens for Health and Opportunity Society	The Fitness Zone	\$0.00
Whitecourt Potters’ Guild	Guild Storage & Glaze Chemical Handling Improvements	\$2,951.00
Whitecourt Golf & Country Club	Capital Improvement – John Deere Gator TX Turf	\$14, 385.00
	<b>Total:</b>	<b>\$21, 388.00</b>

- CARRIED UNANIMOUSLY.

Rotary Park  
Concession Vendor  
and Lease:

The Chief Administrative Officer introduced the Director of Community Services, who noted that a request for proposals was issued to invite potential vendors to submit proposals to lease and operate the concession building located at Rotary Park. The Community Services Advisory Board recommended approval of the Rotary Park concession lease to Sweet Rolls Creamery.

21-144 Moved by Councillor Pickard

That Council enter into a lease agreement with Sweet Rolls Creamery to provide concession services at Rotary Park from May 2021 until September 2021 for \$400 per month with a one-year renewal clause.

- CARRIED UNANIMOUSLY.

Whitecourt  
Economic Recovery  
Grant Program:

The Chief Administrative Officer noted that Administration had been working on a funding program in partnership with Community Futures Yellowhead East for small to medium sized businesses that have had recent COVID-19 impacts and introduced the Economic Development Officer. The Chief Administrative Officer noted that the item was brought directly to Council rather than first going to Policies and Priorities Committee due to urgent timing requirements.

The Economic Development Officer advised that the Economic Development Committee had reviewed the proposed grant policy and that criterion was based on community needs and focuses that would encourage the use of other local businesses to meet changing COVID-19 requirements. Additional details on the program would be provided on the Town’s website and to applicants upon inquiry. Responding to a question from Council, the Economic Development Officer advised that the program will be retroactive to January 1, 2021.

21-145 Moved by Councillor McAree

That Council:

- Support the Economic Recovery Grant Program; and
- Approve an application to the Community Futures Yellowhead East COVID-19 Partnership Initiative Fund to support the project; and
- Adopt Policy 12-027 - Economic Recovery Program.

- CARRIED UNANIMOUSLY.

Temporary Outdoor Patios/Retail Spaces:

The Chief Administrative Officer advised that the Temporary Outdoor Patios/Retail Spaces proposal is another measure aimed at mitigating COVID-19 impacts and introduced the Director of Planning and Development. The Director advised that the purpose of the request is to allow applicants to use public lands, such as sidewalks, without having to enter into a development agreement.

21-146 Moved by Councillor Schlosser

That Council accept the recommendation of the Municipal Planning Commission and grant Development Officers the authority to issue and approve development permits for temporary outdoor patios/retail spaces on public lands until November 1, 2021, as well as waive development permit fees retroactively to April 6, 2021 for temporary outdoor patio spaces due to the COVID-19 restrictions.

- CARRIED UNANIMOUSLY.

2021 Lemonade Day:

The Chief Administrative Officer advised that Lemonade Day is an annual event hosted by Community Futures Yellowhead East, which works with the Planning and Development Department to promote the event.

21-147 Moved by Councillor McAree

That Whitecourt Town Council proclaim June 19, 2021 as Lemonade Day per Policy 11-008 – Salutes of Special Days/Weeks/Events and/or Proclamations; and,

That three members of Council be authorized to judge the Best Tasting Lemonade, Best Lemonade Stand, and Local Entrepreneur of the Year competitions on June 19, 2021 and one Council member to award for the Best Lemonade Stand, and Local Entrepreneur of the Year at a later date; and

That the Town of Whitecourt support the 2021 Lemonade Day by authorizing the Planning & Development Department to work with Community Futures Yellowhead East to issue Lemonade Day Development Permits and Lease Agreements as part of the local program; and

That space be provided free of charge at the Forest Interpretive Centre or other municipal building, subject to availability, for 2021 Lemonade Day related training sessions.

- CARRIED UNANIMOUSLY.

2021 Strategic Plan:

The Chief Administrative Officer advised that the 2021 Strategic Plan was reviewed by the Policies and Priorities Committee and recommended for adoption. Council noted the importance of the document to the community and discussed various ways the document is promoted to residents.

21-148 Moved by Councillor Hilts

That Council accept the recommendation from the Policies and Priorities Committee and adopt the 2021 Strategic Plan.

- CARRIED UNANIMOUSLY.

2021 Budget:

The Chief Administrative Officer advised that the 2021 Budget was reviewed at a Special Meeting on April 13 and proposed a 1.99% tax rate increase. The Director of Corporate Services was introduced to provide further information on the budget.

21-149 Moved by Councillor Schlosser

That Council adopt the 2021 Budget.

Votes in Favour of the Motion: Mayor Chichak, Deputy Mayor Connell, Councillors Chauvet, McAree, Pickard and Schlosser.

Votes in Opposition of the Motion: Councillor Hilts.

- MOTION CARRIED.

2021 Municipal Election:

The Chief Administrative Officer advised that Administration was planning for the 2021 Municipal Election, and made recommendations to Council in regards to Special Ballots, advance voting and institutional voting.

21-150 Moved by Councillor Chauvet

That Council approve the provision of Special Ballots in accordance with Section 77.1 of the Local Authorities Election Act with requests to be received in writing, email or in person and with a ballot receipt deadline of Monday, October 18, 2021 at 12:00 noon; and,

That Council approve an Advance Vote be held in accordance with Section 73 of the Local Authorities Act on:

- Wednesday, October 13, 2021 from 10:00 a.m. to 7:00 p.m. at a location to be determined by the Returning Officer;
- Saturday, October 16, 2021 from 10:00 a.m. to 7:00 p.m. at a location to be determined by the Returning Officer; and,

That Council approve an Institutional Vote be held in accordance with Section 80 of the Local Authorities Elections Act at the following locations on Monday, October 18, 2021:

1. Woodland Villa, 4503 – 52 Avenue, Whitecourt;
2. Spruceview Seniors Lodge, 12 Sunset Boulevard, Whitecourt, Alberta; and
3. Whitecourt Healthcare Centre, 20 Sunset Boulevard, Whitecourt, Alberta.

- CARRIED UNANIMOUSLY.

Bylaw 1487-2 – Amendment to the Automated Vote Counting System Bylaw:

The Chief Administrative Officer advised that the Policies and Priorities Committee reviewed and recommended adoption of Bylaw 1487-2 as presented.

21-151 Moved by Councillor Schlosser

That Bylaw 1487-2 be given first reading.

- CARRIED UNANIMOUSLY.

21-152 Moved by Councillor Hilts

That Bylaw 1487-2 be given second reading.

- CARRIED UNANIMOUSLY.

21-153 Moved by Councillor McAree

That Council proceed to third and final reading of Bylaw 1487-2.

- CARRIED UNANIMOUSLY.

21-154 Moved by Councillor Chauvet

That Bylaw 1487-2 be given third and final reading.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor McAree attended the Protective Services Committee meeting.

Councillor Hilts attended the Economic Development Committee meeting, Community Futures Yellowhead East and noted that the federal government provided an additional five years of funding to the organization. He also met with the Grade Six class from Ecole St. Joseph School to discuss municipal politics. The students spoke about safety concerns at the Skate Park.

Councillor Chauvet attended the Special Budget meeting and a Library Board meeting.

Councillor Pickard attended the Special Budget, Protective Services, and Council meetings, and the AUMA Spring Leaders' Caucus. Of note at the Caucus was recognition for Whitecourt on the Red Tape Reduction initiatives.

Councillor Schlosser attended a Winter Recreation Park Society meeting, noting that the Ski Hill had an exceptional year.

Deputy Mayor Connell attended Policies and Priorities Committee, Budget, Economic Development Committee, and Communities in Bloom meetings.

Mayor Chichak discussed an Air Tour being organized for June 5 by MLA Shane Getson, which would be a mini air show, and would be dependent on COVID-19 restrictions in place at the time. Meetings attended included: the Chamber of Commerce, AUMA Spring Leaders' Caucus, Northern Alberta Mayors and Reeves, Economic Development Committee, and Protective Services. The Mayor also attended meetings with the forestry industry regarding the Alberta Electric System Operator's tariff proposals and she intended to send another letter in conjunction with other affected municipalities.

21-155 Moved by Councillor Schlosser

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of Information:

21-156 Moved by Councillor Pickard

That the following be accepted as information:

- a) Town Accounts – Cheques 74725 – 74856;
- b) April 6, 2021 Letter and sample resolutions from MP Viersen;
- c) April 8, 2021 Thank you from Whitecourt Trailblazers;
- d) April 13, 2021 Press Release re Whitecourt Town Council Update;
- e) April 19, 2021 Letter from High River re Eastern Slopes Coal Exploration Public Consultation on the 1976 Coal Development Policy;
- f) April 20, 2021 Press Release re Water Main Repair Underway on 52 Avenue;
- g) April 21, 2021 Edson Press Release re 2021 Operating and Capital Budgets;
- h) Mayor's Calendar; and
- i) Council's Calendar.

- CARRIED UNANIMOUSLY.

Intermunicipal Agreements (Closed Meeting):

21-157 Moved by Councillor Hilts

That the Regular Meeting of Council go into Closed Meeting for Intermunicipal Agreements per Section 21 of the Freedom of Information and Protection of Privacy (FOIP) Act. Time: 5:31pm

- CARRIED UNANIMOUSLY.

21-158 Moved by Mayor Chichak

That Council revert to Regular Meeting. Time: 6:02pm

- CARRIED UNANIMOUSLY.

Intermunicipal  
Agreements:

21-159 Moved by Councillor Hiltz

That Council accept Intermunicipal Agreements as information.

- CARRIED UNANIMOUSLY.

Adjournment:

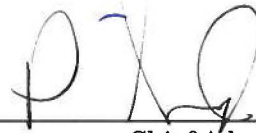
21-160 Moved by Councillor Schlosser

That the Regular Meeting of Council be adjourned. Time: 6:03pm

- CARRIED UNANIMOUSLY.



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Mayor



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Chief Administrative Officer