

**MINUTES OF THE ELECTRONIC REGULAR MEETING OF COUNCIL  
of the Town of Whitecourt**  
held on Monday, June 28, 2021 at the Town Office Large Boardroom

Present:	Mayor Chichak; Councillors Chauvet, Hilts, McAree, Pickard, and Schlosser; Chief Administrative Officer Smyl; and Recording Secretary Gallant.
Absent:	Deputy Mayor Connell.
Call to Order:	The meeting was called to order at 4:00pm. Mayor Chichak presiding.
Adoption of Agenda:	<p><u>21-237 Moved by Councillor Schlosser</u></p> <p>That the Agenda be adopted as presented.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Minutes from the June 14, 2021 Regular Electronic Meeting of Council:	<p><u>21-238 Moved by Councillor Chauvet</u></p> <p>That the Minutes from the June 14, 2021 Regular Electronic Meeting be adopted as presented.</p> <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.
COVID-19 Impact Assessment Report:	<p>The Chief Administrative Officer introduced the Economic Development Officer, who introduced Josh Burger, Alan Gilligan and Holly Johnson of Ballad Consulting Group. Mr. Burger outlined the project background and purpose, noting that COVID-19 has had major impacts on the community that will be felt for years to come. He noted that supply chain challenges were an issue during COVID-19, and are expected to continue. Businesses will continue to face challenges during the recovery process, with the potential for closures as high as 40%. The programs established by the Town such as business visitations and various grant programs were greatly appreciated by the business community. The training programs such as the Registered Apprenticeship Program, co-ops, and internships are helpful in recruiting and retaining local talent. Mayor Chichak thanked Ballad Consulting Group for their report.</p> <p><u>21-239 Moved by Councillor Schlosser</u></p> <p>That Council accept the Whitecourt COVID-19 Impact Assessment and Recovery Project Final Report as information.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Municipal Stimulus Program (MSP) 2020 Red Tape Reduction Report:	<p>The Chief Administrative Officer advised that the Town had completed a Red Tape Reduction Report in 2020, which was a condition that allowed the Town to successfully apply for funding under the Municipal Stimulus Program (MSP). The MSP grant allowed the Town to proceed with the Dahl Drive Rehabilitation Project, which will include overlay, curbing, erosion control, and improvements to the 41 Avenue/Dahl Drive intersection. The Chief Administrative Officer introduced the Director of Planning and Development, who outlined highlights of the Report, noting that Whitecourt far exceeds other researched municipalities in its permit issuing turnaround.</p> <p><u>21-240 Moved by Councillor McAree</u></p> <p>That Council accept the Municipal Stimulus Program (MSP) 2020 Red Tape Reduction Report as information.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>

Development Permit Application 21-078 – Brooke’s Creek Mini Golf & Campground – 5115 Highway Street:

The Chief Administrative Officer introduced the Development Officer to review Development Permit Application 21-078 for a mini-golf and campground facility on a portion of the property at 5115 Highway Street. The Development Officer outlined the history of the property, along with the proposed new businesses, noting that Council is the development authority in a Direct Control District, and its decisions cannot be appealed. The property is located in the 1:100 flood area, and the applicant will be elevating any buildings above design flood levels. Access to the site will be from Riverside Road.

21-241 Moved by Councillor Hilts

That Council approve Development Permit Application No. 21-078 to allow for an 18-hole Mini Golf Course and 54-unit Campground to operate at Lot D, Plan 5045NY, at 5115 Highway 43, subject to the following conditions:

1. This permit shall expire on October 31, 2046 and the approved uses shall cease by that date unless a new permit is issued by the Development Authority.
2. The Mini Golf Course and Campground may operate from May 1 to October 31 annually. Year round occupancy of the campground or use of the mini golf course shall be prohibited, and as per the Alberta Building Code, patrons are prohibited from using the campground as their sole place of residency on a permanent basis.
3. The property owner shall ensure that tenants do not stay longer than 60 days, and shall, upon request, provide the Town with access to records related to the rental of the sites including durations of stay.
4. Separate permits will be required if the applicant wishes to expand the campground or mini-golf course.
5. The Development Officer shall have the authority to issue permits relating to signs and temporary structures that are accessory to these businesses and that do not intensify the use of the mini golf or campground.
6. The applicant shall obtain all required permits and approvals, including, but not limited to, a Roadside Development Permit from Alberta Transportation, building, electrical, plumbing and gas permits.

- CARRIED UNANIMOUSLY.

Off-Site Levy Review:

The Chief Administrative Officer introduced the Director of Planning and Development to review the Off-Site Levy projects and costing. It was noted that the five-year review is scheduled for 2022, and that the process will involve local developers.

21-242 Moved by Councillor Schlosser

That Council adopt the Off-Site Levy Annual Review – 2021 Report and new proposed Off-Site Levy rates for 2022.

- CARRIED UNANIMOUSLY.

Temporary Mandatory Face Coverings Repeal Bylaw 1566:

The Chief Administrative Officer advised that Administration is bringing forward the repeal of the Temporary Mandatory Face Coverings Bylaw, adopted in November, prior to the provincial requirement for face coverings.

21-243 Moved by Councillor Chauvet

That Bylaw 1566 be given first reading.

- CARRIED UNANIMOUSLY.

21-244 Moved by Councillor Schlosser

That Bylaw 1566 be given second reading.

- CARRIED UNANIMOUSLY.

21-245 Moved by Councillor Pickard

That Council proceed to third and final reading of Bylaw 1566.

- CARRIED UNANIMOUSLY.

21-246 Moved by Councillor Hilts

That Bylaw 1566 be given third and final reading.

- CARRIED UNANIMOUSLY.

Municipal Centre –  
Design:

The Chief Administrative Officer noted that a BR2 Architecture had previously been awarded Architectural and Prime Consultant Services for the project in 2016 and that a contract had been signed for Phase 1 of the project. Further to grant funding, the Town is required to pass a resolution authorizing Phases 2 and 3 of the project. He also noted that the public engagement process will be proceeding in the fall and introduced the Director of Community Services. The Director noted that there had been extensive public involvement leading up to and in the design of the facilities, and that the Ad Hoc Building Steering Committee is working on the engagement process going forward.

21-247 Moved by Councillor Pickard

That Council enter into a contract with BR2 Architectural Services to complete Phase 2 of the Arts and Culture Centre and Phase 3 for the Town Office, Public Library and Arts and Culture Centre, as outlined in Council's Strategic Plan, for up to \$515,931.43, plus GST.

- CARRIED UNANIMOUSLY.

Lead Management  
in Drinking Water  
System:

The Chief Administrative Officer advised that the Utilities Department has been working on guidelines to ensure that private homes connected to municipal utilities in the community are safe from exposure to lead in their drinking water, further to Health Canada and Alberta Environment and Parks guidelines. It was also noted that none of the Town's distribution lines contain lead.

21-248 Moved by Councillor Hilts

That Council accept the Lead Management in Drinking Water System as information.

- CARRIED UNANIMOUSLY.

Council and  
Council Committee  
Meetings:

The Chief Administrative Officer advised that pursuant to Stage 3 of the Alberta Open for Summer public gathering restrictions will be lifted on July 1, 2021. As such, it was suggested that Council and Council Committee meetings revert to the normal format and schedules.

21-249 Moved by Councillor Schlosser

That Council and Council Committee meetings revert to regular format and times, with meetings to be hosted in a public forum, effective July 1, 2021.

- CARRIED UNANIMOUSLY.

2021 Anthony Gordon Memorial Golf Classic:

The Chief Administrative Officer advised that the Council meeting for August had been rescheduled to accommodate the annual memorial tournament.

21-250 Moved By Councillor McAree

That Council Members be authorized to participate in the 2021 Anthony Gordon Memorial Golf Classic, on Monday, August 23, 2021 at the Whitecourt Golf & Country Club.

- CARRIED UNANIMOUSLY.

2021 National Drowning Prevention Week:

The Chief Administrative Officer advised that National Drowning Prevention Week is scheduled for July 18 – 24, 2021.

21-251 Moved By Councillor McAree

That Council recognize the week of July 18 – 24, 2021 as National Drowning Prevention Week in Whitecourt, as per Policy 11-008 – Salutes of Special Days/Weeks /Events and/or Proclamations.

- CARRIED UNANIMOUSLY.

Appointment of Deputy Mayor:

The Mayor thanked Deputy Mayor Connell for his duties as Deputy Mayor over the past few months.

21-252 Moved by Mayor Chichak

That Council appoint Councillor Derek Schlosser as Deputy Mayor from July 1 – October 25, 2021.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Schlosser attended the Mountain Pine Beetle meeting and the “Pitch It” event hosted by the Business Support Network on behalf of the Mayor.

Councillor Pickard attended an Annual General Meeting for Eagle Tower Victim Services, the Chamber Golf Tournament, and the Whitecourt Regional Solid Waste Management Authority meeting.

Councillor Chauvet attended the Chamber Golf Tournament and the Whitecourt Regional Solid Waste Management Authority meeting. Councillor Chauvet commented on a news article from the June 23, 2021 Whitecourt Star with a quote from the Woodlands County Mayor regarding the ongoing discussions regarding intermunicipal agreements, stating, “We have continued to pay our bills, and have done that all along.”

21-253 Moved by Councillor Chauvet

That Council direct Administration to research the comment made by Mayor John Burrows of Woodlands County regarding outstanding amounts owed to the Town, and payments to date, and bring back to Council.

- CARRIED UNANIMOUSLY.

Councillor Hilts attended Lemonade Day, and an annual general meeting and regular meeting for Community Futures Yellowhead.

Councillor McAree attended Lemonade Day.

Mayor Chichak did an interview with Alberta Primetime regarding the impact and recovery from COVID-19 as part of a series of municipalities. She attended the Chamber Golf Tournament, Lemonade Day, Indigenous People’s Day, and the

Possibility Summit; an organization that researches ideas to bring Alberta forward to make Alberta the most profitable province within the next 30 years.

21-254 Moved by Councillor Schlosser

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

21-255 Moved by Councillor Pickard

That the following be accepted as information:

- a) Town Accounts – Cheques 75339 - 75464 (Council Members to contact the Director of Corporate Services prior to Regular Meeting with any questions regarding Town accounts);
- b) RCMP Support Letters:
  - a. City of Fort Saskatchewan;
  - b. Town of Nanton;
  - c. Cypress County;
  - d. Town of Beaverlodge;
  - e. Lac La Biche County;
  - f. Village of Lougheed;
- c) June 15, 2021 Joint Press Release re Joint Arbitration Update;
- d) June 16, 2021 Letter from Associate Minister of Natural Gas re AESO Tariffs;
- e) June 17, 2021 Endorsement for Anti-Hate Crimes;
- f) June 17, 2021 Woodlands County Media Release re Recap of June 15 Council Meeting;
- g) June 22, 2021 Memo re Commissioner for Oaths Service;
- h) June 23, 2021 Press Release re COVID-19 Update for Whitecourt;
- i) Nomination of Pam Mehl for Hidden Hero National Teaching Award;
- j) Canada Day Schedule of Events;
- k) Mayor’s Calendar; and
- l) Council’s Calendar.

- CARRIED UNANIMOUSLY.

21-256 Moved by Councillor Schlosser

That the Regular Meeting of Council go into Closed Meeting for Wolverines Dressing Room Loan per Section 16 of the Freedom of Information and Protection of Privacy (FOIP) Act. Time: 5:37pm.

- CARRIED UNANIMOUSLY.

21-257 Moved by Councillor Chauvet

That the Regular Meeting of Council go into Closed Meeting for the 50 Year Comprehensive Growth Study Proposals per Section 16 of the Freedom of Information and Protection of Privacy (FOIP) Act. Time: 5:37pm.

- CARRIED UNANIMOUSLY.

21-258 Moved by Councillor McAree

That the Regular Meeting of Council go into Closed Meeting for the 50 Year Comprehensive Growth Study Proposals per Section 16 of the Freedom of Information and Protection of Privacy (FOIP) Act. Time: 5:38pm.

- CARRIED UNANIMOUSLY.

Items of Information:

Wolverines Dressing Room Loan (Closed Meeting):

50 Year Comprehensive Growth Study Proposals (Closed Meeting):

Intermunicipal Agreements (Closed Meeting):

Wolverines Dressing Room Loan:

21-259 Moved by Councillor Schlosser

That Council revert to the Regular Meeting. Time: 6:22 pm.

- CARRIED UNANIMOUSLY.

21-260 Moved by Councillor Chauvet

That Council accept the Wolverines Dressing Room Loan as information.

- CARRIED UNANIMOUSLY.

50 Year Comprehensive Growth Study Proposals

21-261 Moved by Councillor Chauvet

That Council award the 50 Year Comprehensive Growth Study to ISL Engineering and Land Services in partnership with Nichols Applied Management for \$75,979, plus GST.

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

Votes in Opposition of the Motion: Councillor Hiltz.

- MOTION CARRIED.

Intermunicipal Agreements:

21-262 Moved by Councillor Schlosser

That Council accept Intermunicipal Agreements as information.


- CARRIED UNANIMOUSLY.


Adjournment:

21-263 Moved by Councillor McAree

That the Regular Meeting of Council be adjourned. Time: 6:27pm.

- CARRIED UNANIMOUSLY.

  
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Mayor


  
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Chief Administrative Officer



## OFFICIAL AFFIRMATION

I, Derek Schlosser, do affirm that I will diligently, faithfully, and to the best of my ability, execute according to the law, the office of Deputy Mayor for the Town of Whitecourt, for the period of July 1 – October 25, 2021.

AFFIRMED BEFORE ME at the Town of )  
Whitecourt, in the Province of Alberta )  
this 29 day of June, 2021. )

  
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Wendy Grimstad-Davidson )  
Commissioner for Oaths - Alberta )  
Expiry Date: April 18, 2023 )

  
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Derek Schlosser