

**MINUTES OF THE ELECTRONIC REGULAR MEETING OF COUNCIL
of the Town of Whitecourt**
held on Monday, December 20, 2021 at the Town Office Large Boardroom

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| Present: | Mayor Pickard; Deputy Mayor Schlosser; Councillors Baker, Chauvet, Lanctot, Lapointe, and McAree; Chief Administrative Officer Smyl; and Recording Secretary Gallant. |
| Call to Order & Mayor's Address: | The meeting was called to order at 4:00pm; Mayor Pickard presiding. Mayor Pickard expressed his appreciation to the Whitecourt Legion and Air Cadets for laying wreaths in the Field of Honour to recognize the veterans buried at the Whitecourt Cemetery. He also voiced his appreciation of Whitecourt staff for another busy and successful year. |
| Adoption of Agenda: | <u>21-422 Moved by Deputy Mayor Schlosser</u> That the Agenda be adopted as presented. - CARRIED UNANIMOUSLY. |
| Minutes from the November 22, 2021 Regular Meeting of Council: | <u>21-423 Moved by Councillor Baker</u> That the Minutes from the November 22, 2021 Regular Meeting of Council be adopted as presented. - CARRIED UNANIMOUSLY. |
| Minutes from the December 15, 2021 Special Meeting of Council: | <u>21-424 Moved by Councillor Lanctot</u> That the Minutes from the December 15, 2021 Special Meeting of Council be adopted as presented. - CARRIED UNANIMOUSLY. |
| Public Input Session: | There were no members of the public wishing to make a presentation. |
| 2022 Interim Budget: | The Chief Administrative Officer stated that the 2022 Interim Budget was presented for adoption. He thanked the management team for their work drafting the budget, and introduced the Director of Corporate Services to provide an overview of the interim budget. The Director noted the 2022 Interim Budget of \$42,804,938, which was reviewed at the December 15 Special Meeting of Council, required a tax increase of 2.61%. <u>21-425 Moved by Councillor McAree</u> That Council adopt the 2022 Interim Capital and Operating Budget as presented. - CARRIED UNANIMOUSLY. |
| Bylaw 1551-4 – Fees, Rates and Charges: | The Chief Administrative Officer advised that Bylaw 1551-4 Fees, Rates and Charges reflected the 2022 Budget, and had been recommended for adoption by the Policies and Priorities Committee. <u>21-426 Moved by Councillor McAree</u> That Council provide first reading of Bylaw 1551-4. - CARRIED UNANIMOUSLY. |

21-427 Moved by Councillor Chauvet

That Council provide second reading of Bylaw 1551-4.

- CARRIED UNANIMOUSLY.

21-428 Moved by Deputy Mayor Schlosser

That Council proceed to third and final reading of Bylaw 1551-4.

- CARRIED UNANIMOUSLY.

21-429 Moved by Councillor Lapointe

That Council provide third and final reading of Bylaw 1551-4.

- CARRIED UNANIMOUSLY.

Development
Permit Application
21-146 – Garage
Brewhouse & Pub:

The Chief Administrative Officer noted that an application for a development permit was received for an eating and drinking establishment at 5015 50 Avenue, and introduced the Director of Planning & Development to provide details on the application. The Director noted that the property was located in a Direct Control District, and explained the proposed permit conditions for the development.

21-430 Moved by Deputy Mayor Schlosser

That Council approve Application 20-146 to allow for The Garage Brewhouse & Pub to operate as an eating and drinking establishment at 5015 50 Avenue, subject to the following conditions:

1. For the purposes of an eating and drinking establishment, the Development Officer shall have the authority to issue permits related to leasehold improvements, signs, and an outdoor patio.
2. Separate permits will be required for leasehold improvements.
3. Separate permits will be required for signs.
4. Separate permits will be required for an outdoor patio.
5. The property owner shall provide adequate lighting, to the satisfaction of the Development Officer.
6. The applicant shall provide a site plan, floor drawings, and any other required information to the satisfaction of the Development Officer.
7. The applicant shall obtain all necessary permits and approvals required for operation of a brewery at this location.
8. This property shall comply with Vitalization and landscaping requirements to the satisfaction of the Development Officer.
9. Any upgrades to services shall be at the applicant's expense, and the applicant shall ensure that all waste byproducts of the brewery are dealt with to the satisfaction of the Town of Whitecourt Infrastructure Department and in compliance with the requirements of Utility Bylaw 1511.

- CARRIED UNANIMOUSLY.

Alberta Community Partnership Application:

The Chief Administrative Officer recommended that an application be submitted to the Alberta Community Partnership Grant Program to complete a Whitecourt Regional Landfill Commission Study. He noted that the project already received support from Woodlands County Council.

21-431 Moved by Councillor McAree

That Council confirms support and approves the joint application with Woodlands County for the Alberta Community Partnership grant for the Whitecourt Regional Landfill Commission Study, with the Town of Whitecourt to act as the managing partner.

- CARRIED UNANIMOUSLY.

Woodlands County Partnership Request Re: COPA 2023 National Fly-In:

The Chief Administrative Officer noted that a letter was received from Woodlands County requesting Whitecourt partner in hosting the COPA 2023 National Fly-In event. It was suggested the request be forwarded to the Whitecourt Tourism Committee for consideration.

21-432 Moved by Deputy Mayor Schlosser

That Council accept the Woodlands County Partnership Request Re: COPA 2023 National Fly-In as information, and forward the request to the Whitecourt Tourism Committee for consideration.

- CARRIED UNANIMOUSLY

2022 Council Planning Session:

The Chief Administrative Officer stated that Council annually hosts a Planning Session, and reviewed the proposed agenda.

21-433 Moved by Deputy Mayor Schlosser

That Council approve the proposed agenda items for the 2022 Council Planning Session and schedule the session for February 3 through 5, 2022.

Votes in Favour: Mayor Pickard; Deputy Mayor Schlosser; Councillors Baker, Lanctot, Lapointe and McAree.

Votes in Opposition: Councillor Chauvet.

- MOTION CARRIED.

Councillor Reports:

Councillor Baker reported that she attended meetings for the Communities in Bloom Committee, Eagle Tower Victim Services, the Whitecourt Airport Advisory Committee and the Performing Arts Society. She noted that the Ad Hoc Building Steering Committee was finalizing plans for the education campaign, and that it would include a Mayor's roundtable discussion. She noted that she completed training for the Subdivision and Development Appeal Board and Eagle Tower Victim Services, and completed the elected officials emergency management course. She also attended the Santa Claus Parade and an Economic Development Committee presentation.

Councillor Chauvet discussed snow and ice control activities, and discussed Whitecourt's membership in the Lac Ste. Anne Foundation.

Councillor Lanctot noted that local RCMP representatives attended a Christmas market to promote activities of the RCMP and Protective Services Committee; and that Eastlink Park was working to promote stay and play packages. He also attended a Whitecourt Airport Advisory Committee meeting.

Councillor Lapointe reported that she completed Subdivision and Development Appeal Board training, as well as the elected officials emergency management course. She attended meetings for Community Futures Yellowhead East, the Library Board, Economic Development Committee, and Joint Liaison Committee. She expressed her appreciation to Town staff for the successful planning and hosting of the Night at the North Pole event.

Councillor McAree attended the elected officials emergency management course, and noted the overwhelming show of community support and volunteerism shown this holiday season through local organizations, such as the Whitecourt Christmas Hamper and Legion.

Deputy Mayor Schlosser attended a Joint Liaison Committee meeting and the Special Meeting of Council; as well as a meeting with Communities in Bloom through his role with the Hilltop Media Group. He expressed his appreciation to Whitecourt Minor Hockey for hosting a successful World Junior Championship Trophy Tour.

Mayor Pickard reported that he attended Youth Advisory Committee, Economic Development Committee and Whitecourt Airport Advisory Committee meetings. He expressed his appreciation to the Whitecourt Fire Department for their response to a recent highway traffic accident.

21-434 Moved by Councillor Baker

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

21-435 Moved by Councillor Lanctot

That the following be accepted as information:

- a) Town Accounts – Cheques 77047 – 77490(Council Members to contact the Director of Corporate Services prior to Regular Meeting with any questions regarding Town accounts);
- b) November 9, 2021 Congratulatory Letter from Premier Kenney;
- c) November 9, 2021 Congratulatory Letter from Drayton Valley;
- d) November 10, 2021 Congratulatory Letter from Alberta Municipal Affairs;
- e) November 12, 2021 Congratulatory Letter from Deputy Commission/ Commanding Officer Alberta RCMP;
- f) November 23, 2021 Letter of Support for CanGEA;
- g) November 23, 2021 Press Release re Town Council Update;
- h) November 25, 2021 Letter from City of Cold Lake re Physician Recruitment and Training;
- i) December 6, 2021 Introductory Letter from Alberta Recreation & Parks Association and Congratulations to Council;
- j) December 13, 2021 Woodlands County Media Release;
- k) RCMP “Did You Know” Promotional Handout;
- l) Mayor’s Calendar; and
- m) Council Calendar.

- CARRIED UNANIMOUSLY.

Items of
Information:

21-436 Moved by Councillor Chauvet

That Council go into Closed Meeting to discuss Council Committee Appointments, per Section 17 of the Freedom of Information and Protection of Privacy (FOIP) Act; Facility Naming Request per Section 17 of FOIP; and Intermunicipal Agreements per Section 21 of FOIP. Time 4:53pm.

- CARRIED UNANIMOUSLY.

Councillor Baker declared a possible conflict of interest as she is a Director on the community Lunchbox Society, and removed herself from the meeting. Time 5:33pm.

Councillor Baker returned to the meeting. Time: 5:37pm.

21-437 Moved by Councillor Lanctot

That Council revert to the Regular Meeting. Time: 5:38pm.

- CARRIED UNANIMOUSLY.

21-438 Moved by Councillor Lapointe

That Council appoint Rachel Bachman to the Whitecourt Tourism Committee; and appoint Paula Millar to the Economic Development Committee; both for terms to end in October 2022.

- CARRIED UNANIMOUSLY.

21-439 Moved by Deputy Mayor Schlosser

That Council accept the Facility Name Request as information, and direct Administration to discuss the request further with the family.

- CARRIED UNANIMOUSLY.

21-440 Moved by Deputy Mayor Schlosser

That Council accept the Intermunicipal Agreements item as information.

- CARRIED UNANIMOUSLY.

21-441 Moved by Councillor McAree

That Council amend the Agenda to include Item 15(b) – Request from the Community Lunchbox Society.

- CARRIED UNANIMOUSLY.

Councillor Baker declared a possible conflict of interest as she is a Director on the Community Lunchbox Society, and removed herself from the meeting. Time: 5:41pm.

21-442 Moved by Deputy Mayor Schlosser

That Council approve the transfer of ownership of Unit #0695 from the Town to the Community Lunchbox Society for \$1.00.

- CARRIED UNANIMOUSLY.

Councillor Baker returned to the meeting. Time: 5:42pm.

Council Committee Appointments:

Facility Name Request:

Intermunicipal Agreements:

Request from the Community Lunchbox Society:

Adjournment:

21-443 Moved by Councillor Lanctot

That the Regular Meeting of Council be adjourned. Time: 5:43pm.

- CARRIED UNANIMOUSLY.

Mayor

Chief Administrative Officer