

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
of the Town of Whitecourt**  
held on Monday, February 27, 2023 at the Forest Interpretive Centre

Present: Mayor Pickard; Deputy Mayor McAree; Councillors Baker, Chauvet, Lanctot, Lapointe, and Schlosser; Chief Administrative Officer Smyl; and Recording Secretary Grimstad-Davidson.

Call to Order & Mayor's Address: The meeting was called to order at 4:00pm; Mayor Pickard presiding.

Adoption of Agenda: 23-046 Moved by Councillor Chauvet  
That the Agenda be adopted as presented. - CARRIED UNANIMOUSLY.

Minutes from the February 13, 2023 Regular Meeting: 23-047 Moved by Councillor Lapointe  
That the Minutes from the February 13, 2023 Regular Meeting be adopted as presented. - CARRIED UNANIMOUSLY.

Public Input Session: There were no members of the public wishing to make a presentation.

Visitors and Delegations: Deputy Mayor McAree arrived to the meeting at 4:07pm.

i. Christenson Communities – Manor Update;

The Chief Administrative Officer introduced Greg Christenson of Christenson Communities, along with his staff, Faith Boka-Gwinji, Katelin Glidden and Sheryl de Leeuw. Mr. Christenson advised that the building is substantially complete and they are awaiting final licencing from Alberta Health Services. The facility contains 21 SL4D (Dementia) units, 29 SL4 units, 18 independent living units, and two hospice rooms. Staff have been hired for the facility and some of the units are now occupied. The concept of the facility is to allow the residents to age in place, with levels of care geared to accommodate individual needs. The company is anticipating an official opening in late March, and Mr. Christenson extended his thanks to Council and staff for their work in making The Manor a reality.

23-048 Moved by Councillor Schlosser

That Council accept recognize Greg Christenson, Faith Boka-Gwinji, Katelin Glidden and Sheryl de Leeuw of Christenson Communities.

- CARRIED UNANIMOUSLY.

Business Arising from Visitors and Delegations: i. Christenson Communities – Manor Update;

23-049 Moved by Councillor Schlosser

That Council accept the update on The Manor from Christenson Communities as information and authorize the attendance of Council at the grand opening.

- CARRIED UNANIMOUSLY.

Community Services 2022 Annual Report: The Chief Administrative Officer introduced the Director of Community Services and Vice-Chair of the Community Services Advisory Board to provide 2022 highlights for the Community Services Department. Managers for Recreation, Arts & Culture;

FCSS; and Facilities were also present to provide greater details on the report. The Recreation, Arts & Culture Manager noted that staff are working to increase memberships and noted that there were record numbers for daily admissions and daily scans. The FCSS Manager advised that there has been an increase programs. Transit numbers are increasing and some route changes are being investigated. Food Bank usage is up and the perishable food boxes have been a success. The Facilities Manager advised that their team was able to complete the majority of capital and operational repairs, and that they are currently working on the major pool shutdown. Vice-Chair Arcand noted that the Board will be holding a planning session in April.

23-050 Moved by Councillor Lanctot

That Council accept the Community Services 2022 Annual Report as information.

- CARRIED UNANIMOUSLY.

FCSS Grant Allocations:

The Chief Administrative Officer introduced the Director of Community Services and Vice-Chair of the Community Services Advisory Board Dave Arcand to provide further information on the FCSS grants. Of the three grant applications received, one grant is recommended for approval.

23-051 Moved by Councillor Chauvet

That Council accept the Community Services Advisory Board’s recommendation and allocate the 2023 FCSS Grants as follows:

<b>Groups Applying:</b>	<b>Project:</b>	<b>Recommendation:</b>
Stepping Stones-Early Learning Society	Establish targeted parent support program	\$3,028.00
<b>Total</b>		<b>\$3,028.00</b>

- CARRIED UNANIMOUSLY.

The meeting recessed. Time 5:09pm.

The meeting reconvened. Time 5:12pm.

Cemetery Bylaw Amendment 1563-1:

The Chief Administrative Officer noted that further to review of Bylaw 1563-1 by the Policies and Priorities Committee, an amendment is proposed to the cemetery bylaw to provide guidelines to allow inurnment of up to 3 cremains in a columbarium niche.

23-052 Moved by Councillor Schlosser

That Bylaw 1563-1 be given first reading.

- CARRIED UNANIMOUSLY.

23-053 Moved by Councillor Chauvet

That Bylaw 1563-1 be given second reading.

- CARRIED UNANIMOUSLY.

23-054 Moved by Councillor Lanctot

That Council proceed to third and final reading of Bylaw 1563-1.

- CARRIED UNANIMOUSLY.

23-055 Moved by Deputy Mayor McAree

That Bylaw 1563-1 be given third and final reading.

- CARRIED UNANIMOUSLY.

Request for Special Meeting of Council:

The Chief Administrative Officer advised that Administration is requesting a Special Meeting and a Council Workshop to finalize the 2023 Budget, and introduced the Director of Corporate Services.

23-056 Moved by Councillor Baker

That Council schedule a Council Workshop on March 28, 2023 and a Special Meeting of Council on April 4, 2023 at 4:00pm to discuss the 2023 Budget.

- CARRIED UNANIMOUSLY.

2023 Strategic Plan:

The Chief Administrative Officer stated that further to review of the 2023 Strategic Plan at Council's Planning Session and by the Policies and Priorities Committee that the 2023 Strategic Plan is recommended for adoption.

23-057 Moved by Councillor Baker

That Council accept the recommendation from the Policies and Priorities Committee, and adopt the 2023 Strategic Plan.

- CARRIED UNANIMOUSLY.

Appointment of Deputy Mayor:

The Chief Administrative Officer indicated that Deputy Mayor McAree's term as Deputy Mayor expires on March 31, and a new Deputy Mayor needs to be appointed.

23-058 Moved by Deputy Mayor McAree

That Council appoint Councillor Braden Lanctot to serve as Deputy Mayor from April 1 to August 31, 2023, as recommended by the Mayor.

- CARRIED UNANIMOUSLY.

Edson Mayor's Second Annual Golf Tournament:

The Chief Administrative Officer reviewed an invitation to attend the Edson Mayor's 2<sup>nd</sup> Annual Golf Tournament on June 23, 2023.

23-059 Moved by Councillor Chauvet

That the invitation from the Edson Mayor for the June 23, 2023 golf tournament be accepted as information.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Lanctot attended the Brownlee Legal Seminar.

Councillor Schlosser attended meetings for the Municipal Planning Commission and Community Services Advisory Board.

Councillor Lapointe attended a meeting on the Culture & Events Centre on behalf of the Library, the Brownlee Legal Seminar, and completed learning modules for the Community Futures Yellowhead East. She also attended Policies and Priorities Committee meeting, the Budget Open House and the Coldest Night of the Year event.

Councillor Chauvet attended CARE Conference in Strathmore on behalf of the Whitecourt Regional Solid Waste Management Authority.

Councillor Baker attended the Brownlee Legal Seminar, Communities in Bloom, Performing Arts Society, the Budget Open House and a Culture & Events Centre update on behalf of the Performing Arts Society.

Councillor McAree attended the Budget Open House.

Mayor Pickard attended meetings for the Economic Development Committee and Business Support Network, the Budget Open House, Northern Alberta Elected Leaders and completed the First Aid program offered to Town staff and Council.

23-060 Moved by Councillor Schlosser

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of Information:

23-061 Moved by Councillor Chauvet

That the following be accepted as information:

- a) Town Accounts – Cheques 82452 – 82671;
- b) January 20, 2023 – Letter from FCM to Federal Minister of Natural Resources re Oil & Gas Resolution;
- c) Town of Whitecourt 2023 Press Releases:
  - a. January 25 – Town Council Update;
- d) Woodlands County 2023 Media Releases and Public Notices:
  - a. February 3 – County Council February 1 Recap;
  - b. February 3 – Temporary Operating Hours Fort Assiniboine Bulk Water Station;
- e) Mayor’s Calendar; and
- f) Council Calendar.

- CARRIED UNANIMOUSLY.

Banking Agreement Extension (Closed Meeting):

23-062 Moved by Councillor Lapointe

That Council go into Closed Meeting to discuss Banking Agreement Extension per Section 16 of the Freedom of Information and Protection of Privacy (FOIP) Act. Time: 5:41pm.

- CARRIED UNANIMOUSLY.

23-063 Moved by Councillor Chauvet

That Council revert to the Regular Meeting. Time: 5:52pm.

- CARRIED UNANIMOUSLY.

23-064 Moved by Councillor Lanctot

That Council authorize Administration to enter into a three-year agreement extension to June 30, 2026 with ScotiaBank.



- CARRIED UNANIMOUSLY.

Adjournment:

23-065 Moved by Councillor Schlosser

That the Regular Meeting of Council be adjourned. Time: 5:53pm.

- CARRIED UNANIMOUSLY.

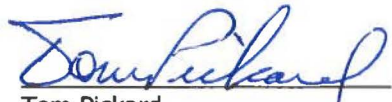
  
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 Mayor  
  
 \_\_\_\_\_  
 Chief Administrative Officer




**OFFICIAL AFFIRMATION**

I, Braden Lanctot, 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 April 1 to August 31, 2023.

AFFIRMED BEFORE ME at the Town of )  
Whitecourt, in the Province of Alberta )  
this 27 day of February, 2023. )

  
Tom Pickard )  
Mayor – Town of Whitecourt )

  
Braden Lanctot