

**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Whitecourt**
held on Monday, September 11, 2023 at the Forest Interpretive Centre

Present:	Mayor Pickard; Deputy Mayor Lapointe; Councillors Baker, Chauvet, Lanctot, and Schlosser; Chief Administrative Officer Smyl; and Recording Secretary Grimstad-Davidson.
Absent:	Councillor McAree.
Call to Order & Mayor's Address:	The Meeting was called to order at 4:00pm; Mayor Pickard presiding. Mayor Pickard thanked Councillor Lanctot for his services as Deputy Mayor and welcomed Councillor Lapointe to her new duties as Deputy Mayor. Mayor Pickard also extended his appreciation to the Protective Services and Community Services teams for their exemplary work with the Northwest Territories Wildfires evacuees and support.
Adoption of Agenda:	<p><u>23-258 Moved by Councillor Lanctot</u></p> <p>That the Agenda be adopted as presented.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Minutes from the August 22, 2023 Regular Meeting:	<p><u>23-259 Moved by Councillor Schlosser</u></p> <p>That the Minutes from the August 22, 2023 Regular Meeting be adopted as presented.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Public Input Session:	There were no members of the public wishing to make a presentation.
Emergency Management Update:	<p>The Chief Administrative Officer noted that Spring and Summer 2023 had seen several emergency events in the Whitecourt area, and invited the Director of Community Safety to provide further information. Council extended their thanks and appreciation to staff; and the local and business community for their work and support throughout the various emergency events.</p> <p><u>23-260 Moved by Councillor Chauvet</u></p> <p>That Council accept the Emergency Management Update as information.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Forest Resource Improvement Association of Alberta – Project Support for FireSmart Program:	<p>The Chief Administrative Officer advised that Administration recommended applying for a grant to fund a FireSmart Coordinator position, and introduced the Director of Community Safety to provide further information.</p> <p><u>23-261 Moved by Deputy Mayor Lapointe</u></p> <p>That Council support the Town of Whitecourt's Forest Resource Improvement Association of Alberta (FRIAA) 2023/24 Non-Vegetation Request for Proposal for the FireSmart Coordinator project, as presented.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
National Coaches Appreciation Week:	The Chief Administrative Officer introduced the Director of Community Services to provide further information on National Coaches Week in Whitecourt.

23-262 Moved by Councillor Lanctot

That Council be authorized to participate in the National Coaches Appreciation Week surprise visits between September 18 – 22, and officially proclaim September 16 – 24, 2023 as National Coaches Week in Whitecourt.

- CARRIED UNANIMOUSLY.

Fuel Contract Award:

The Chief Administrative Officer advised that following a Request for Proposal, four bids had been received to provide fuel for Town operations, and introduced the Director of Infrastructure to provide further information.

23-263 Moved by Councillor Chauvet

That Council award Pembina West Co-Op with the contract to provide fuel services for the Town of Whitecourt fleet for a period of five years from January 1, 2024, to December 31, 2028, with an option to renew and/or extend the contract up to two more years until December 31, 2030.

- CARRIED UNANIMOUSLY.

Concrete Crushing Tender Award:

The Chief Administrative Officer advised that a bid had been received to complete the concrete crushing for the concrete currently stored at the Town yard and introduced the Director of Infrastructure to provide further information.

23-264 Moved by Councillor Schlosser

That Council award the contract for concrete crushing to Concrete Crushers Inc. for \$199,157.50 plus GST, with funding from Build Canada, Water Infrastructure Reserves and Concrete/Asphalt Collection Reserve.

- CARRIED UNANIMOUSLY.

Water System Upgrades Access Road Award:

The Chief Administrative Officer advised that following a Request for Proposal, five bids had been received to complete the construction of a road to access to Town infrastructure for the water distribution upgrade, and introduced the Director of Infrastructure to provide further information.

23-265 Moved by Councillor Lanctot

That Council award the contract for Water System Upgrades Access Road to Westcore Contracting Ltd. for \$247,350.50, plus GST.

- CARRIED UNANIMOUSLY.

2024 Council Planning Session:

The Chief Administrative Officer proposed the dates of January 25 – 27, 2024 for Council's Planning Session.

23-266 Moved by Councillor Baker

That Council schedule the 2024 Council Planning Session for January 25 – 27, 2024.

- CARRIED UNANIMOUSLY.

2023 Economic Forum:

The Chief Administrative Officer stated that the Chamber of Commerce was hosting the 2023 Economic Forum on October 18, 2023, and introduced the Economic Development Coordinator to provide further information.

23-267 Moved by Deputy Mayor Lapointe

That Council Members be authorized to attend the Whitecourt & District Chamber of Commerce 2023 Annual Economic Forum on Wednesday, October 18, 2023.

- CARRIED UNANIMOUSLY.

Council
Committees
Appreciation
Reception:

The Chief Administrative Officer recommended that the Council Committees Appreciation Reception be scheduled for November 1, 2023.

23-268 Moved by Councillor Schlosser

That Council be authorized to attend the Council Committee Appreciation Reception on Wednesday, November 1, 2023, at the Whitecourt Golf & Country Club.

- CARRIED UNANIMOUSLY.

Martin Long Golf
Tournament:

The Chief Administrative Officer noted that several Council members had attended the Martin Long Golf Tournament on August 18, 2023 and attendance by Councillors at the event required ratification by Council.

23-269 Moved by Councillor Lanctot

That Council ratify Council Members' attendance at the 4th Annual MLA Golf Tournament, held August 18, 2023.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Lanctot toured with the Japanese guests, received a donation from the Rotary Club, went to the Spruceview Seniors Lodge Tea, and attended meetings for the Municipal Planning Commission and Council Compensation Committee.

Councillor Schlosser attended the Municipal Planning Commission meeting, and toured the Japanese guests at the ski hill.

Councillor Baker attended meetings for the FireSmart Working Group, and the Performing Arts Committee

Deputy Mayor Lapointe brought greetings from the Town to the Alberta Water and Wastewater Operators Association at their golf tournament.

Mayor Pickard attended an industry group breakfast, Social Club Golf Tournament, met with Public Safety Canada; and also attended the Fire Department Oath Ceremony.

23-270 Moved by Councillor Lanctot

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of
Information:

23-271 Moved by Councillor Chauvet

- a) Town Accounts – Cheques 84823 – 85026;
- b) August 9, 2023 – Letter from Alberta Municipal Affairs re 2024 Fire Services Training Program Grant;
- c) August 21, 2023 – Letter from Minister of re Public Safety & Emergency Services re Northwest Territories Evacuee Assistance;
- d) August 29, 2023 – Walk A Mile (Wellspring Family Resource & Crisis Centre);

- e) Town of Whitecourt 2023 Press Releases:
 - i. August 21 – Whitecourt Sends Firefighters to Yellowknife;
 - ii. August 25 – August 22 Council Update;
- f) Woodlands County 2023 Media Releases:
 - i. August 18 Council Recap August 16, 2023;
- g) Mayor’s Calendar; and
- h) Council Calendar.

- CARRIED UNANIMOUSLY.

The meeting recessed at 4:59pm.

The meeting reconvened at 5:06pm.

Closed Meeting:

23-272 Moved by Councillor Chauvet

That Council go into Closed Meeting to discuss the Whitecourt Wolverines Letter and Development Agreement – Express Maintenance Services Ltd. per Section 16 of the Freedom of Information and Protection of Privacy (FOIP) Act; and Intermunicipal Collaboration Framework per Section 21 of the FOIP Act. Time: 5:06pm.

- CARRIED UNANIMOUSLY.

23-273 Moved by Mayor Pickard

That Council revert to the Regular Meeting. Time: 5:56pm.

- CARRIED UNANIMOUSLY.

Whitecourt
Wolverines Letter:

23-274 Moved by Councillor Lanctot

That Council continue with the terms of the current Renovation Contribution Agreement with the Whitecourt Wolverines.

- CARRIED UNANIMOUSLY.

Development
Agreement –
Express
Maintenance
Services Ltd.:

23-275 Moved by Councillor Schlosser

That Council authorize the Town of Whitecourt to enter into a development agreement with Express Maintenance Services Ltd. for the work required to construct a third approach and widen the existing approach at 3732 Kepler Street, with Administration to determine the security provisions of the Agreement once the engineering drawings for the work have been approved.

- CARRIED UNANIMOUSLY

Intermunicipal
Collaboration
Framework:

23-276 Moved by Councillor Chauvet

That Council accept Intermunicipal Collaboration Framework as information.

- CARRIED UNANIMOUSLY.

Adjournment:

23-277 Moved by Councillor Schlosser

That the Regular Meeting of Council be adjourned. Time: 5:21pm.

- CARRIED UNANIMOUSLY.



Mayor



Chief Administrative Officer