

MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Whitecourt
held on Tuesday, November 14, 2023 at the Forest Interpretive Centre

Present:	Mayor Pickard; Deputy Mayor Lapointe; Councillors Baker, Chauvet, Lanctot, McAree, and Schlosser; Chief Administrative Officer Smyl; and Recording Secretary Grimstad-Davidson.
Call to Order & Mayor's Address:	The Meeting was called to order at 4:02pm; Mayor Pickard presiding. Mayor Pickard extended his condolences to the friends and family who experienced a tragic loss in a house fire and thanked emergency services providers for their compassion and care.
Adoption of Agenda:	<u>23-341 Moved by Councillor Chauvet</u> That the Agenda be adopted as presented. - CARRIED UNANIMOUSLY.
Minutes from the October 23, 2023 Organizational Meeting:	<u>23-342 Moved by Councillor Lanctot</u> That the Minutes from the October 23, 2023 Organizational Meeting be adopted as presented. - CARRIED UNANIMOUSLY.
Minutes from the October 23, 2023 Regular Meeting:	<u>23-343 Moved by Councillor Lanctot</u> That the Minutes from the October 23, 2023 Regular Meeting be adopted as amended by adjusting the time of Deputy Mayor Lapointe's return to Council Chambers to 5:27pm following Motion 23-335; and the time of her departure preceding Motion 23-337 to 5:57pm. - CARRIED UNANIMOUSLY.
Public Input Session:	There were no members of the public wishing to make a presentation.
Transit Update:	The Chief Administrative Officer introduced the Manager of Recreation, Arts & Culture to provide details on the Whitecourt Transit Update. The Manager provided transit highlights. <u>23-344 Moved by Councillor Lanctot</u> That Council accept the Transit Update as information. - CARRIED UNANIMOUSLY.
Culture & Events Centre Public Information Session:	The Chief Administrative Officer noted that an information session has been proposed for November 29 to update the public and answer questions regarding the Culture & Events Centre project and introduced the Manager of Recreation, Arts & Culture to provide further details. It was noted that information presented at the session will be posted on the Culture & Events Centre website following the event. <u>23-345 Moved by Councillor Baker</u> That Council be authorized to attend the Culture & Events Centre Public Information Session on Wednesday, November 29, 2023 from 4:00 – 6:00pm. - CARRIED UNANIMOUSLY.

Request for Encroachment Agreement – Sagitawah RV Park Fence Encroaching on Riverboat Park Road:

The Chief Administrative Officer noted that a fence near the Sagitawah RV encroaches on Riverboat Park Road and invited the Director of Planning and Development and Development Officer to provide further information.

23-346 Moved by Councillor Chauvet

That Council accept the recommendation of the Municipal Planning Commission and enter into an Encroachment Agreement for approximately 65m of fence contained within Road Plan No. 8221110 with 1539092 Alberta Ltd. o/a Sagitawah RV Park on Lot 1, Plan 962 3452 subject to the following conditions:

1. The Encroachment Agreement shall be registered by way of caveat against title of Lot 1, Plan 962 3452.
2. The applicant will be responsible for all time and costs incurred for the preparation and registration of the Encroachment Agreement.
3. Should the encroaching structure fall into a state of disrepair or need to be replaced, the structure shall be brought into conformance with the Land Use Bylaw at that time.
4. The Town reserves the right to require the removal of the Encroachment with 30 days written notice.
5. Posting and advertising of the Notice of Decision.

- CARRIED UNANIMOUSLY.

2023 Project List:

The Chief Administrative Officer advised that Administration had updated the Project List and invited the Director of Corporate Services to provide further details.

23-347 Moved by Councillor McAree

That Council accept the 2023 Project List for information.

- CARRIED UNANIMOUSLY.

Quarterly Financial Report:

The Chief Administrative Officer noted that Administration had prepared the Quarterly Financial Report for Council’s review and introduced the Director of Corporate Services to provide further information.

23-348 Moved by Councillor Schlosser

That Council accept the Quarterly Financial Report for the period ending September 30, 2023 as information.

- CARRIED UNANIMOUSLY.

Request for Street Closure – Chamber of Commerce Christmas Parade:

The Chief Administrative Officer advised that the Whitecourt and District Chamber of Commerce was requesting street closures for its annual Christmas Parade, being held November 25, 2023.

23-349 Moved by Deputy Mayor Lapointe

That Council approve the street closure and parade route for the annual Christmas Parade on Saturday, November 25, 2023, between 5:00 – 6:45pm, subject to the conditions of Policy 31-005 – Parade/Procession/Demonstration/Events; and that Council be authorized to attend the event.

- CARRIED UNANIMOUSLY.

Whitecourt Library Appointment:

The Chief Administrative Officer advised that Woodlands County selected a Council representative for the Whitecourt Library Board.

23-350 Moved by Councillor Lanctot

That Council appoint Dave Kusch to the Town of Whitecourt Library Board for a one year term to expire October 28, 2024.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Chauvet attended the Council Committees Reception and a Whitecourt Regional Solid Waste Management Authority meeting.

Councillor McAree attended the Remembrance Day ceremonies.

Councillor Lanctot attended meetings for the Municipal Planning Commission, Whitecourt Regional Solid Waste Management Authority and the Capital Regional Assessment Services Commission Annual General Meeting.

Councillor Schlosser attended a Municipal Planning Commission meeting and a Joint Liaison Committee meeting, as well as the Chamber of Commerce Trunk or Treat Event.

Deputy Mayor Lapointe attended the Joint Liaison Committee meeting, Council Committees Reception, gave greetings on behalf of the Town at the Remembrance Day ceremonies, and attended the Rural Municipalities Association Convention.

Mayor Pickard attended the 25th Anniversary Celebration for the ECHO Society, a meeting for the Lac Ste. Anne Foundation, the Rural Municipalities Association Convention, and Industry Breakfast. The Mayor also attended the Royal Canadian Legion and was presented with the pinning of the first poppy, the birthday tea at Spruceview Lodge, Gateway Graduation and the Council Committees Reception. Other events included a dinner with the MD of Greenview as a thank you for those who helped during the fires and evacuations, a meeting with the Minister of Health and Senior Officials, a meeting with CN Railway, and a sponsorship unveiling for JDA Place.

23-351 Moved by Deputy Mayor Lapointe

That Council send a letter to Woodlands County thanking them for inviting and hosting the Mayor and Deputy Mayor at the Rural Municipalities Association Convention.

- CARRIED UNANIMOUSLY.

23-352 Moved by Councillor Chauvet

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of Information:

23-353 Moved by Councillor Chauvet

- a) Town Accounts – Cheques 85586 – 85827 (Council Members to contact the Director of Corporate Services prior to Regular Meeting with any questions regarding Town accounts);
- b) October 26, 2023 Update from Lac Ste. Anne County re Council appointments;
- c) October 26, 2023 Letter to Provincial Ministers re E-Venture;
- d) October 27, 2023 Email from Carey Stephens re Woodlands County Council Appointments to Whitecourt Committees;
- e) October 31, 2023 Letter from Alberta Emergency Management Agency re Community Emergency Plan Review;

- f) Town of Whitecourt 2023 Press Releases:
 - i. October 24 – Whitecourt Town Council Update;
 - ii. October 26 – Trunk or Treat is Coming to Downtown Whitecourt October 29;
- g) Woodlands County 2023 Media Releases:
 - i. October 25 Council Recap;
- h) Mayor’s Calendar; and
- i) Council Calendar.

- CARRIED UNANIMOUSLY.

The meeting recessed at 5:07pm.

The meeting reconvened at 5:13pm.

Closed Meeting:

23-354 Moved by Councillor Lanctot

That Council go into Closed Meeting to discuss the 2023 Council Evaluation Follow Up per Sections 17 and 19 of the Freedom of Information and Protection of Privacy (FOIP) Act, and Intermunicipal Collaboration Framework per Section 21 of the FOIP Act. Time: 5:14pm.

- CARRIED UNANIMOUSLY.

23-355 Moved by Councillor Lanctot

That Council revert to the Regular Meeting. Time: 6:34pm.

- CARRIED UNANIMOUSLY.

2023 Council Evaluation Follow Up:

23-356 Moved by Councillor Lanctot

That Council accept the 2023 Council Evaluation Follow Up as information.

- CARRIED UNANIMOUSLY.

Intermunicipal Collaboration Framework:

23-357 Moved by Councillor Chauvet

That Council accept Intermunicipal Collaboration Framework as information.

- CARRIED UNANIMOUSLY.

Adjournment:

23-358 Moved by Councillor Schlosser

That the Regular Meeting of Council be adjourned. Time: 6:35pm.

- CARRIED UNANIMOUSLY.

Mayor

Chief Administrative Officer