

MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Whitecourt
held on Monday, May 13, 2024 at the Forest Interpretive Centre

Present:	Mayor Pickard; Deputy Mayor Lanctot; Councillors Baker, Chauvet, Lapointe, 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 4:00pm; Mayor Pickard presiding. Mayor Pickard introduced the members of the Youth Advisory Committee who were in attendance.
Adoption of Agenda:	<p><u>24-137 Moved by Councillor McAree</u></p> <p>That the Agenda be adopted as presented.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Minutes from the April 22, 2024 Regular Meeting:	<p><u>24-138 Moved by Councillor Lapointe</u></p> <p>That the Minutes from the April 22, 2024 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.
Visitors and Delegations:	<p>i. Whitecourt & District Chamber of Commerce;</p> <p>The Chief Administrative Officer introduced Chamber of Commerce President Louise Meier and Alyssa Calliou, Manager of the Whitecourt & District Chamber of Commerce. President Meier provided an update on the Chamber's 2023 operations.</p> <p>Deputy Mayor Lanctot arrived to the meeting. Time 4:10pm.</p> <p><u>24-139 Moved by Councillor Chauvet</u></p> <p>That Council recognize the presence of Louise Meier and Alyssa Calliou, of the Whitecourt & District Chamber of Commerce.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Business Arising from Visitors and Delegations:	<p><u>24-140 Moved by Councillor Chauvet</u></p> <p>That Council accept the presentation from the Whitecourt & District Chamber of Commerce as information.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
2024 Seniors' Week Activities:	<p>The Chief Administrative Officer introduced the Director of Community Services to provide an update on upcoming Seniors' Week activities, taking place the week of June 3 – 8. The Director noted that some new activities have been introduced for this year's events.</p> <p><u>24-141 Moved by Councillor Schlosser</u></p> <p>That Council recognize June 3 – 8, 2024 as Seniors' Week, as per Policy 11-008 – Salutes of Special Days/Weeks/Events and/or Proclamations; and</p> <p>That Council be authorized to attend the Kick-Off Pancake Breakfast, Inter-generational Cook Off, and Dinner & Entertainment evening for Seniors' Week 2024.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>

Party In The Park:

The Chief Administrative Officer introduced the Director of Community Services to provide an overview of activities and entertainment scheduled for the 2024 Party In The Park.

24-142 Moved by Councillor Schlosser

That Council Members be authorized to attend the Party In The Park Sponsor Appreciation Dinner on Tuesday, May 28, 2024, from 7:45 to 9:00pm; and

That Council Members be authorized to attend the Party In The Park event scheduled for June 14 and 15, 2024.

- CARRIED UNANIMOUSLY.

Run 4 Fun Road Closure Request:

The Chief Administrative Officer introduced the Director of Community Services. The Director reviewed the highlights for the upcoming Run 4 Fun event being held June 1. The Director noted that there may be some route adjustments required due to Centennial Park trail repairs.

24-143 Moved by Deputy Mayor Lanctot

That Council authorize the use and closure of a portion of Sunset Boulevard, from 42 Avenue to the west entrance to JDA Place, on Saturday, June 1, 2024, from 7:45am to 11:00am; and that a Council member be authorized to attend the event to deliver an address.

- CARRIED UNANIMOUSLY.

Pride Celebration and BBQ:

The Chief Administrative Officer introduced the Director of Community Services to provide highlights of activities planned for Pride Week. Councillors debated the merits of flying the Pride flag at the Town Office rather than at Festival Park.

24-144 Moved by Councillor Baker

That the Pride flag be raised at the Town Office on June 7, 2024 in place of the Whitecourt flag in allyship with the 2SLGBTQ+ community; and that Council Members be authorized to participate in the Pride Celebration and BBQ on June 7, 2024.

Votes in Favour of the Motion: Mayor Pickard, Deputy Mayor Lanctot, Councillors Baker, McAree and Schlosser.

Votes in Opposition of the Motion: Councillors Chauvet and Lapointe.

- MOTION CARRIED.

24-145 Moved by Councillor Chauvet

That the Israeli flag be flown at Memorial Point in place of the Whitecourt flag.

Votes in Favour of the Motion: Councillors Chauvet

Votes in Opposition of the Motion: Mayor Pickard, Deputy Mayor Lanctot, Councillors Baker, Lapointe, McAree and Schlosser.

- MOTION DEFEATED.

2024 Whitecourt Children's Festival:

The Chief Administrative Officer introduced the Director of Community Services, who provided highlights of the Children's Festival, scheduled for May 25 and 26.

24-146 Moved by Councillor Lapointe

That Council accept the Whitecourt Children's Festival as information.

- CARRIED UNANIMOUSLY.

Development
Permit 24-027
Culture & Events
Centre – 5401 51
Street:

The Chief Administrative Officer introduced the Director of Planning and Development and Development Officer to provide information on the application for a Development Permit for construction of the Culture & Events Centre.

24-147 Moved by Councillor McAree

That Council approve Application No. D24-027 for the development of a 8,250m² Culture & Events Centre at 5401 51 Street, subject to the following conditions:

1. This permit is issued for the development of a 8,250m² Culture & Events Centre as per the approved drawings dated April 8, 2024.
2. Off Site Levies shall be addressed pursuant to the Conditional Approval of Subdivision No. W23-353, prior to issuance of water meter.
3. The applicant shall obtain a Building Permit from the Town and all improvements shall meet the requirements of the Alberta Building Code and the Plans Examination completed by an Accredited Safety Codes Agency. A Permit Service Report issued by a Safety Codes Officer is required before the building may be occupied.
4. The attached site plan, dated April 8, 2024 is approved.
5. The applicant shall submit engineering design drawings to the approval of the Town of Whitecourt prior to issuance of a building permit.
6. Should any variations from the submitted plans be made, the Town must be notified immediately.
7. The applicant shall contact Utility Safety Partners (1-800-242-3447) to mark any affected utility lines, and Town of Whitecourt (1-780-778-2273) to mark any and all affected utilities services prior to commencement of the project.
8. The applicant is to verify all utility requirements from the utility companies and shall provide any easements and/or utility right of ways that may be required.
9. The applicant shall ensure that crossing agreements are in place, where required, for any movement of vehicles or equipment within the vicinity of any pipelines or shallow utilities.
10. It is the responsibility of the applicant to inspect all municipal services and improvements abutting the project area prior to commencement of construction. If any municipal improvements are damaged, the applicant must report such damage to the Town prior to commencement of the project. The Town will conduct an inspection of municipal improvements after construction completion, at which time any damage not documented prior to construction will be chargeable to the applicant. Municipal improvements include: curbs, gutters, sidewalks, pavement, water shut off valves, hydrants and accessory items.
11. All site improvements tying into Town infrastructure must meet the requirements of the Town of Whitecourt Design Standards and shall be approved and inspected by the Town. The water system shall be pressure tested and cleaned to the satisfaction of the Town of Whitecourt prior to placing the system into service. The Town shall be present to witness the pressure testing of the water system and shall be provided a copy of all test results including a satisfactory bacteriological test result from an accredited laboratory. A copy of the "as-built" plans shall be provided to the Town upon completion of all infrastructure improvements.
12. All hard surfacing shall be completed within one (1) year of occupancy or building completion, whichever occurs first. No building, driveway, or parking lot shall be permitted within 1.8m of any hydrant, utility pole, utility pedestal or guy wire without written consent of the utility operator.

13. Landscaping is approved as shown on drawings L101, L102, and L103 dated April 8, 2024. Landscaping shall be completed within one year of building completion, or within the growing season immediately following completion of the building.
14. Any portion of the site or adjacent public property where vegetation is disturbed shall be revegetated with turf grass within one (1) year of building completion to the satisfaction of the Development Authority.
15. The applicant is responsible for any erosion and sedimentation controls that may be required throughout the duration of the work to ensure that there are no adverse impacts to the Town’s storm systems or to adjacent properties.
16. The applicant is responsible for ensuring that adequate signage, fencing, barricades, and/or other safety measures are in place throughout the during of the construction.
17. The applicant is responsible for any pedestrian and/or vehicle detours that may be required to accommodate construction. Any detours required shall be approved by the Town and the applicant shall not block off portions of any sidewalks or streets without a valid Temporary Traffic Control Permit (TTCP).
18. The applicant shall be responsible for the removal and restoration of the temporary pathway west of 51 Street following construction completion.
19. During construction, the address of the building as assigned by the Town, must be displayed on site and be visible from the roadway to the satisfaction of the Town.
20. Permanent address numbering as assigned by the Town, in accordance with the Town’s current Addressing Bylaw, must be placed on the building prior to occupancy.
21. Any outdoor refuse storage must be screened from street view to the satisfaction of the Development Authority.
22. The applicant/property owner shall ensure that access to onsite hydrants and fire department connections for sprinkler or standpipe systems is maintained free of obstruction at all times.
23. The applicant is responsible to obtain and comply with all terms and conditions of any other Federal, Provincial, and Municipal permits or approvals that pertain to this development. Copies of any other permits and/or regulatory approvals shall be provided to the Development Officer.
24. A Real Property Report prepared by and bearing the seal of an Alberta Land Surveyor, which documents the exact location of buildings and other improvements in relation to the property lines, and provides the geodetic elevation of the finished grade level or the finished floor level shall be submitted to the Development Officer following construction completion.

- CARRIED UNANIMOUSLY.

Street Closure
Request – Anytime
Fitness 5km Bubble
Run:

The Chief Administrative Officer advised that Anytime Fitness is planning a 5km Bubble Run on August 24 in support of the BGC Club of Whitecourt. The event will mainly take place in Festival Park; however, requires the use of two streets.

24-148 Moved by Councillor Lapointe

That Council approve the request from Anytime Fitness for the closure of:

- the west side of 47 Street, from Flats Road north to the parking lot; and
- the north side of Flats Road, from 47 Street to the intersection with the Trail System;

from 9:00am to 3:00pm, Saturday, August 24, 2024;

subject to maintaining emergency vehicle and fire hydrant access at all times; and subject to the conditions of Policy 31-005 – Parades/Processions/Demonstrations/Events.

- CARRIED UNANIMOUSLY.

Alberta
Municipalities
Summer 2024
Municipal Leaders'
Caucus.

The Chief Administrative Officer noted that Alberta Municipalities is hosting the Summer Leaders' Caucus at various locations throughout the province and will provide for discussion on current topics facing municipalities.

24-149 Moved by Deputy Mayor Lanctot

That Council authorize the Mayor to attend the Summer 2024 Municipal Leaders' Caucus.

- CARRIED UNANIMOUSLY.

Anthony Gordon
Memorial Golf
Classic 2024:

The Chief Administrative Officer noted that the 20th and final Anthony Gordon Memorial Golf Classic was planned for August 19, 2024.

24-150 Moved by Councillor McAree

That Council Members be authorized to participate in the 2024 Anthony Gordon Memorial Golf Classic, on Monday, August 19, 2024, at the Whitecourt Golf and Country Club; and

That the regularly scheduled Council Meeting of August 19, 2024 be rescheduled to August 20, 2024.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Chauvet reported that he attended the Whitecourt Regional Solid Waste Management Authority, Lac Ste. Anne Foundation and Town Hall meetings. He also attended the Trade Fair and Trade Fair mixer.

Councillor Baker attended meetings for the Canfor Public Advisory Committee, the Emergency Advisory Committee, Health Professionals Attraction & Retention Committee, the Tamarack Health Advisory and Safe & Healthy Communities. Councillor Baker also attended the Town Hall meeting.

Councillor McAree attended the Trade Fair.

Councillor Lapointe reported that she attended a Youth Advisory Committee meeting, the Town Hall meetings, and the Trade Fair and Trade Fair mixer.

Councillor Schlosser reported that he attended a Community Services Advisory Board retreat, and meetings for the Health Professionals Attraction & Retention Committee, Youth Advisory Committee, and Heritage Society. He also attended the Trade Fair and Town Hall meetings.

Deputy Mayor Lanctot reported that he attended the Whitecourt Regional Solid Waste Management Authority meeting and a meeting regarding the Mountain Bike Society. The Deputy Mayor also attended the Trade Fair and Town Hall meetings.

Mayor Pickard attended a meeting for the Canadian Railway Alliance of Alberta, where he was appointed to the executive. The Mayor also met with representatives from Intact Insurance and Millar Western. He attended a presentation with Alberta Municipalities regarding Bill 20 and noted that concerns will be submitted to the Province. Mayor Pickard also attended the Town Hall meetings.

24-151 Moved by Deputy Mayor Lanctot

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of Information:

24-152 Moved by Councillor Chauvet

That the following items be accepted as information:

- a) Town Accounts – Cheques 87901 – 88147;
- b) April 23, 2024 – Response to Woodlands County re Pierce Aerial Pumper (Tower 1);
- c) May 6, 2024 – Community Fireguard Program Project Approval;
- d) May 6, 2024 Community Rail Advocacy Alliance Letter to Minister of Labour re Possible Rail Strike Action
- e) Thank You from Whitecourt Trailblazers;
- f) Town of Whitecourt 2024 Press Releases:
 - i. April 23 – Whitecourt Town Council Update;
 - ii. April 29 – Downtown Carnival Requires Street Closures April 30 – May 5;
 - iii. May 1 – Whitecourt Fire Ban Lifted;
- g) Woodlands County 2024 Press Releases:
 - i. April 24 – Council Recap of April 24 Meeting;
- h) Mayor’s Calendar; and
- i) Council Calendar.

- CARRIED UNANIMOUSLY.

Adjournment:

24-153 Moved by Councillor Baker

That the Regular Meeting of Council be adjourned. Time: 5:22pm.

- CARRIED UNANIMOUSLY.

T. Pickard

Mayor

P. Smyl

Chief Administrative Officer