

MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Whitecourt
held on Monday, June 24, 2024 at the Forest Interpretive Centre

Present:	Mayor Pickard; Councillors Baker, Chauvet, Lapointe, and Schlosser; Chief Administrative Officer Smyl; and Recording Secretary Grimstad-Davidson.
Absent:	Deputy Mayor Lanctot and Councillor McAree.
Call to Order & Mayor's Address:	The Meeting was called to order at 4:10pm; Mayor Pickard presiding.
Adoption of Agenda:	<u>24-189 Moved by Councillor Lapointe</u> That the Agenda be adopted as presented. - CARRIED UNANIMOUSLY.
Minutes from the June 11, 2024 Regular Meeting:	<u>24-190 Moved by Councillor Baker</u> That the Minutes from the June 11, 2024 Regular Meeting be adopted as presented. - CARRIED UNANIMOUSLY.
Public Input Session:	There were no members of the public wishing to make a presentation.
Community Services Advisory Board Planning Session Summary:	The Chief Administrative Officer informed Council that the Chair of the Community Services Advisory Board (CSAB) was present to provide a summary of the recent CSAB planning session and introduced the Director of Community Services. The Director introduced Brigette Moore, the Chair of the CSAB. The Chair noted that following completion of individual surveys, Board members completed a service level review and prioritized items for upcoming budget considerations. <u>24-191 Moved by Councillor Chauvet</u> That Council accept the Community Services Advisory Board Planning Session Summary as information. - CARRIED UNANIMOUSLY.
Economic Development and Tourism Report:	The Chief Administrative Officer stated that the Economic Development Committee had completed its annual report and introduced the Economic Development Officer and Chair of the Economic Development Committee, Williard Strebchuk, to provide highlights. <u>24-192 Moved by Councillor Chauvet</u> That Council accept the Economic Development and Tourism Report as information. - CARRIED UNANIMOUSLY.
Whitecourt Launch:	The Chief Administrative Officer noted that the Economic Development Committee recently heard presentations from applicants applying for Whitecourt Launch funding and introduced the Economic Development Officer. The Officer stated that all applicants had worked extensively with Community Futures Yellowhead East and that applicants not receiving funding under Whitecourt Launch may be eligible under other grant programs.

24-193 Moved by Councillor Schlosser

That Council accept the recommendation from the Economic Development Committee and award the Whitecourt Launch Grant Program funding of \$10,000 to The Turn Indoor Golf and Lounge for the new business development.

- CARRIED UNANIMOUSLY.

Off-Site Levy Annual Review – 2024 Report:

The Chief Administrative Officer noted that further to review by the Policies and Priorities Committee, the Off-Site Levy Annual Review: 2024 Report was being brought forward to Council for adoption.

24-194 Moved by Councillor Chauvet

That Council accept the recommendation from the Policies and Priorities Committee and adopt the Off-Site Levy Annual Review: 2024 Report and new proposed Off-Site Levy rates for 2025.

- CARRIED UNANIMOUSLY.

2023 Collision Report:

The Chief Administrative Officer advised that further to data provided by the RCMP, the Planning Department prepared an annual report summarizing collision locations in the community and introduced the Director of Planning and Development to provide highlights of the report.

24-195 Moved by Councillor Schlosser

That Council accept the 2023 Collision Report as information and direct Administration to forward the report to the Protective Services Committee and Alberta Transportation and Economic Corridors.

- CARRIED UNANIMOUSLY.

2024 20-Year Capital & Major Maintenance Plan:

The Chief Administrative Officer noted that further to review by the Policies and Priorities Committee, the 2024 20-Year Capital & Major Maintenance Plan was being brought forward for Council’s review and introduced the Director of Corporate Services to answer questions from Council on the Plan.

24-196 Moved by Councillor Baker

That Council accept the recommendation of the Policies and Priorities Committee and adopt the 2024 20-Year Capital & Major Maintenance Plan as presented.

- CARRIED UNANIMOUSLY.

Records Retention and Destruction Bylaw 1492-4:

The Chief Administrative Officer advised that the adoption of Policy 23-016 – Body Worn Cameras and In-Car Video Systems necessitated an update to Records Retention and Destruction Bylaw 1492.

24-197 Moved by Councillor Schlosser

That Bylaw 1492-4 be given first reading.

- CARRIED UNANIMOUSLY.

24-198 Moved by Councillor Chauvet

That Bylaw 1492-4 be given second reading.

- CARRIED UNANIMOUSLY.

24-199 Moved by Councillor Lapointe

That Council proceed to third and final reading of Bylaw 1492-4.

- CARRIED UNANIMOUSLY.

24-200 Moved by Councillor Schlosser

That Bylaw 1492-4 be given third and final reading.

- CARRIED UNANIMOUSLY.

Appointment of Deputy Mayor:

The Mayor noted that per Procedure Bylaw 1556, the position of Deputy Mayor rotates and that Councillor Baker would be next in the rotation.

24-201 Moved by Mayor Pickard

That Council appoint Councillor Tara Baker to serve as Deputy Mayor from July 1 – October 31, 2024.

- CARRIED UNANIMOUSLY.

Request for Special Meeting of Council:

The Chief Administrative Officer advised that proposal for the Culture & Events Centre was expected to be completed soon and suggested a Special Meeting of Council be scheduled to review the proposal.

24-202 Moved by Councillor Lapointe

That Council schedule a Special Meeting of Council to discuss the Culture & Events Centre on Monday, July 8, 2024 at 4:00 p.m. the Forest Interpretive Centre.

- CARRIED UNANIMOUSLY.

Alberta Municipalities 2024 Convention:

The Chief Administrative Officer noted that the Alberta Municipalities Annual Convention was scheduled for September 25 – 27 in Red Deer, with education sessions taking place on September 24.

24-203 Moved by Councillor Schlosser

That Council be authorized to attend the 2024 Alberta Municipalities Convention and education sessions from September 24 – 27, 2024; and, that Council invite the Reeve and Deputy Reeve from Woodlands County to attend.

- CARRIED UNANIMOUSLY.

Alberta Municipalities 2024 Convention – Meeting with Minister of Municipal Affairs:

The Chief Administrative Officer informed Council that the Minister of Municipal Affairs had sent an invitation for municipalities to meet during the Alberta Municipalities Convention, and that three topics of conversation would have to be provided prior to the meeting.

24-204 Moved by Councillor Chauvet

That Council request a meeting with the Minister of Municipal Affairs at the 2024 Alberta Municipalities Convention to discuss the Intermunicipal Collaboration Framework.

Votes in Favour of the Motion: Councillors Chauvet and Schlosser.

Votes in Opposition of the Motion: Mayor Pickard, Councillors Baker and Lapointe.

- MOTION DEFEATED.

Street Closure Request – Downtown Street Fest:

The Chief Administrative Officer indicated that the Downtown Street Fest was once again being hosted in August, requiring the closure of several streets.

24-205 Moved by Councillor Chauvet

That Council approve the closure of:

- 50 Street from 52 Avenue to the alley entrance south of 51 Avenue;
- 51 Avenue from 49 Street to the alley entrance west of 50 Street; and
- A portion of the 52 Avenue parking lot;

from 7:30am to 8:00pm on Saturday, August 10, 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.

Councillor Reports:

Councillor Schlosser attended Party In The Park and a Health Professionals Attraction & Retention Committee.

Councillor Lapointe attended a workshop for Community Futures Yellowhead East, Party In The Park, Lemonade Day, the Chamber Golf Tournament, and meetings for the Yellowhead Regional Library, Whitecourt Public Library, and Community Futures Yellowhead East.

Councillor Baker attended the Chamber Golf Tournament and Party In The Park, as well as meetings for Eagle Tower Victim Services Society and FireSmart Committee, as well as a webinar for FireSmart.

Councillor Chauvet attended meetings for the Whitecourt Regional Solid Waste Management Authority, Economic Development Committee, and the Whitecourt Launch presentations.

Mayor Pickard attended the Alberta Municipalities Spring Leaders Conference, and meetings for Whitecourt Regional Solid Waste Management Authority, Health Professionals Attraction & Retention Committee, Community Rail Advocacy Alliance and Northern Alberta Elected Leaders. He also attended Party In The Park, the Alberta Forest Products Association Open House, and presented at Electricity Canada Conference as part of a Mayor’s Panel on municipal emergency preparedness.

24-206 Moved by Councillor Lapointe

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of Information:

24-207 Moved by Councillor Chauvet

That the following items be accepted as information:

- a) Town Accounts – Cheques 88529 – 88731;
- b) June 14, 2024 Alberta Municipal Affairs Letter re Canada Community Building Fund;
- c) June 19, 2024 Email re Council Committees Presentation to Council for 2025 Strategic Plan;
- d) Strategic Priorities Chart – June 2024;
- e) Town of Whitecourt 2024 Press Releases:
 - i. June 12 – Whitecourt Town Council Update;
- f) Woodlands County 2024 Press Releases:
 - i. June 21 – Woodlands County Council Recap – June 19;

- g) Mayor’s Calendar; and
- h) Council Calendar.

- CARRIED UNANIMOUSLY.

The meeting recessed. Time: 5:19pm.

The meeting reconvened. Time: 5:22pm.

24-208 Moved by Councillor Baker

That Council go into Closed Meeting to discuss:

- Industrial Dry Kiln Wastewater Agreement pursuant to Section 16 of the Freedom of Information and Protection of Privacy (FOIP) Act;
- Council Committee Appointments per Section 17 of the FOIP Act; and
- Intermunicipal Collaboration Framework per Section 21 of the FOIP Act.

Time: 5:23pm.

- CARRIED UNANIMOUSLY.

24-209 Moved by Councillor Lapointe

That Council revert to the Regular Meeting. Time: 5:57pm.

- CARRIED UNANIMOUSLY

24-210 Moved by Councillor Baker

Industrial Dry Kiln
Wastewater
Agreement:

That Council authorize entering into the Industrial Dry Kiln Wastewater Agreement with Canfor (Whitecourt) Forest Products Ltd.

- CARRIED UNANIMOUSLY

Council Committee
Appointments:

24-211 Moved by Councillor Chauvet

That Council appoint Ken VanderBurg to the Subdivision and Development Appeal Board, with a term to expire in October 2027; and appoint Amanda St. Pierre to the Economic Development Committee with a term to expire in October 2025.

- CARRIED UNANIMOUSLY.

Intermunicipal
Collaboration
Framework:

24-212 Moved by Councillor Lapointe

That Council accept the Intermunicipal Collaboration Framework as information.

- CARRIED UNANIMOUSLY.

Adjournment:

24-213 Moved by Councillor Chauvet

That the Regular Meeting of Council be adjourned. Time: 5:46pm.

- CARRIED UNANIMOUSLY.

T. Pickard

Mayor

P. Smyl

Chief Administrative Officer