

AGENDA

REGULAR MEETING OF COUNCIL
Tuesday, November 12, 2024 at 4:00pm
Forest Interpretive Centre Council Chambers

Present: Mayor Pickard; Deputy Mayor McAree; Councillors Baker, Chauvet, Lanctot, Lapointe, and Schlosser; CAO Snyl; Recording Secretary Grimstad-Davidson.

1. Call to Order and Mayor's Address:
2. Adoption of Agenda:
3. Minutes from the October 28, 2024 Organizational Meeting of Council:
4. Minutes from the October 28, 2024 Regular Meeting of Council:
5. Public Input Session:
6. Health Professionals Attraction and Retention Committee 2025 Strategic Planning Presentation:
7. Development Permit Application 24-24-101 – Sagitawah RV Park Exemption Request:
8. Forest Resource Improvement Association of Alberta (FRIAA) Community Fireguard Program Phase 2 - Construction:
9. Living Waters Catholic Schools – Post-Secondary Options:
10. 2025 Municipal Election:
11. Joint Council Christmas Party:
12. Councillor Reports:

13. Items of Information:

14. Council Committee Appointments (Closed Meeting):
(Section 17 of the Freedom of Information and Protection of Privacy (FOIP) Act)

15. Adjournment:

**MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL
of the Town of Whitecourt**
held on Monday, October 28, 2024 at the Forest Interpretive Centre

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

Absent: Councillor Chauvet.

Call to Order & Mayor’s Address: The meeting was called to order at 4:01pm; Mayor Pickard presiding.

Board and Committee Appointments: Council reviewed the proposed 2024/2025 Council appointments to Council Committees. The Chief Administrative Officer noted that the Economic Development Committee was restructured to include one Councillor rather than two.

23-337 Moved by Deputy Mayor Baker

That the Council appointments to Council Committees for 2024/2025 be approved as amended, as attached to and forming a part of these minutes.

- CARRIED UNANIMOUSLY.

Adjournment: 23-338 Moved by Councillor Lapointe

That the Organizational Meeting of Council be adjourned. Time: 4:11pm.

- CARRIED UNANIMOUSLY.

Mayor

Chief Administrative Officer

**Council Committee Appointments
Town of Whitecourt – 2024/25**

Committee Name	Meeting Frequency	Positions	Appointed Elected Officials
Communities in Bloom Committee	As required	1 Town Councillor Members of the public	Tara Baker
Community Services Advisory Board	2 nd Tuesday of each month (excluding July & August) at 7:00pm	1 Town Councillor 1 Alternate Town Councillor 1 County Councillor 5 Public Members	Derek Schlosser Alternate: Tara Baker
Council Compensation Committee	As required	3 Town Councillors	Tom Pickard Braden Lanctot Bill McAree
Economic Development Committee	1 meeting per month or as required	Town of Whitecourt Mayor 1 Town Councillor 4 Public Members 1 Chamber Representative	Tom Pickard Braden Lanctot
Emergency Advisory Committee	1 – 2 meetings per year	2 Town Councillors	Bill McAree Tara Baker
Health Professionals Attraction & Retention Committee	As required. Currently scheduled for 4X/year	1 Town Councillor 1 County Councillor 1 AHS Representative 1 Local Physician or Health Care Provider 1 Site Clinic Mgr – Life Med 1 Site Clinic Mgr – Ass. Medical 2 Public Members 1 Nursing Professional	Derek Schlosser
Intermunicipal Collaboration Framework Committee	Once per year or as required	3 Town Councillors 3 County Councillors	Tom Pickard Serena Lapointe Derek Schlosser
Joint Liaison Committee	As required	3 Town Councillors 3 County Councillors	Tom Pickard Serena Lapointe Derek Schlosser
Municipal Planning Commission¹	2 meetings per month - 10 days prior to Council at 4:00pm (if required)	2 Town Councillors 1 Alternate Town Councillor 3 Public Members 1 Alternate Public Member	Braden Lanctot Derek Schlosser Alternate: Bill McAree
Policies and Priorities Committee	1 meeting per month at 4:00pm (excluding July and August)	All Members of Council	All Council

¹ Provincial legislation restricts anyone who serves on a Municipal Planning Commission from being appointed to a Subdivision and Development Appeal Board

Committee Name	Meeting Frequency	Positions	Appointed Elected Officials
Protective Services Committee	Quarterly	Town of Whitecourt Mayor 2 Town Councillors 1 County Councillor 2 Public Members	Tom Pickard Braden Lanctot Bill McAree
Subdivision & Development Appeal Board¹	As required	1 Town Council 6 Public Members	Paul Chauvet Alternate: Tara Baker Alternate: Serena Lapointe
Town of Whitecourt Library Board	3rd Wednesday of each month at 7:00 PM, or as set	1 Town Councillor 1 County Councillor 5 Public Members	Serena Lapointe
Whitecourt FireSmart Working Group	Quarterly or as required	1 Town Council representative 1 Whitecourt Forest Area Boundary representative 1 Fire Department representative 1 Parks & Open space representative 1 Planning & Dev't representative 1 Millar Western representative	Tara Baker
Whitecourt Regional Solid Waste Management Authority	3rd Thursday of the month or As required	3 Town Councillors 1 Alternate Town Councillor 2 County Councillors	Tom Pickard Paul Chauvet Braden Lanctot Alternate: Bill McAree
Youth Advisory Committee	Scheduled on a month-to-month basis	2 Town Councillors Up To 10 Student Representatives	Serena Lapointe Derek Schlosser Alternate: Bill McAree
Ad Hoc Sponsorship/Partnership Committee	As required	Town of Whitecourt Mayor 1 Council Rep from the former Ad Hoc Bldg Steering Committee 1 Woodlands County Councillor 2 Representatives from the former Ad Hoc Bldg Steering Committee	Tom Pickard Serena Lapointe Derek Schlosser (until confirmation from Woodlands County)

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External Committee Name	Meeting Frequency	Positions	New Members
Canfor Whitecourt Public Advisory Committee	4 meetings a year (flexible)	1 Town Councillor 1 Alternate Town Councillor 1 County Councillor	Tara Baker Alternate: Braden Lanctot
Capital Region Assessment Services Commission	1 meeting per year	1 Town Councillor 1 Alternate Town Councillor	Paul Chauvet
Chamber of Commerce Liaison/Board of Directors	2 nd Wednesday of each month (lunch)	1 Town Councillor 1 Alternate Town Councillor	Tom Pickard Alternate: Deputy Mayor
Community Futures Yellowhead East	3 rd Thursday of the month at 1pm	1 Town Councillor	Serena Lapointe
Golden Triangle Trail Partnership Committee	As required	1 Town Councillor	Paul Chauvet
Lac Ste. Anne Foundation	4 th Wednesday of each month at 1pm	1 Town Councillor 1 Alternate Town Councillor	Paul Chauvet Alternate: Tara Baker
Northern Alberta Elected Officials Caucus	As required	Mayor	Tom Pickard Alternate: Deputy Mayor
Northern Alberta Mayors & Reeves Caucus	Quarterly	Mayor Alternate - Deputy Mayor	Tom Pickard Alternate: Deputy Mayor
Whitecourt Airport Advisory Committee	As required	1 Town Councillor 1 Alternate Town Councillor (updated Dec 19.23)	Braden Lanctot Alternate: Tara Baker
Whitecourt Business Support Network	Once a month	Mayor	Tom Pickard Alternate: Deputy Mayor
Whitecourt Mountain Bike Association	As required	1 Town Councillor	Braden Lanctot
Whitecourt Regional Forest Advisory Committee	Twice yearly or as required	1 Town Councillor 1 County Councillor Public Members	Tara Baker
Whitecourt & District Health Partnership Team	As required	Mayor	Tom Pickard
Whitecourt & District Heritage Society	Once a month	1 Town Councillor	Derek Schlosser
Whitecourt & Woodlands Performing Arts Society	As required	1 Town Councillor 1 County Council Member Members of the Public	Tara Baker
Whitecourt & Woodlands Winter Recreation Park Society	As required	1 Town Councillor	Braden Lanctot
Yellowhead Regional Library	As required	1 Town Representative	Serena Lapointe

¹ Provincial legislation restricts anyone who serves on a Municipal Planning Commission from being appointed to a Subdivision and Development Appeal Board

**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Whitecourt**
held on Monday, October 28, 2024 at the Forest Interpretive Centre

Present:	Mayor Pickard; Deputy Mayor Baker; Councillors Lanctot, Lapointe, McAree, and Schlosser; Chief Administrative Officer Smyl; and Recording Secretary Grimstad-Davidson.
Absent:	Councillor Chauvet.
Call to Order & Mayor's Address:	The Meeting was called to order at 4:12pm; Mayor Pickard presiding.
Adoption of Agenda:	<p><u>24-339 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 October 15, 2024 Regular Meeting:	<p><u>24-340 Moved by Councillor McAree</u></p> <p>That the Minutes from the October 15, 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.
Communities in Bloom 2025 Strategic Planning Presentation:	<p>The Chief Administrative Officer advised that representatives from the Communities in Bloom Committee were present to provide information on the Committee's initiatives and priorities, and introduced the Manager of Recreation, Arts & Culture. The Manager introduced Member Ann Blackwell and reviewed highlights of the Committee's achievements and ongoing projects.</p> <p><u>24-341 Moved by Deputy Mayor Baker</u></p> <p>That Council accept the Communities in Bloom Committee 2025 Strategic Planning Presentation as information.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Community Services Advisory Board 2025 Strategic Planning Presentation:	<p>The Chief Administrative Officer advised that the Community Services Advisory Board prepared a presentation outlining the Committee's initiatives and priorities, and introduced the Director of Community Services and Board Chair Brigitte Moore. The Board Chair reviewed highlights of the Committee's achievements and ongoing projects.</p> <p><u>24-342 Moved by Councillor Lanctot</u></p> <p>That Council accept the Community Services Advisory Board 2025 Strategic Planning Presentation as information.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>

2025 Economic Development & Tourism Strategic Plan:

The Chief Administrative Officer advised that following a review by the Economic Development Committee and the Policies and Priorities Committee, the 2025 Economic Development & Tourism Strategic Plan was being presented for adoption.

24-343 Moved by Councillor Schlosser

That Council accept the recommendation from the Policies and Priorities Committee, and adopt the 2025 Economic Development & Tourism Strategic Plan as presented.

- CARRIED UNANIMOUSLY.

2024 Project List:

The Chief Administrative Officer noted that Administration had updated the 2024 Project List, and introduced the Director of Corporate Services to provide highlights of the report.

24-344 Moved by Councillor Schlosser

That Council accept the 2024 Project List as information.

- CARRIED UNANIMOUSLY.

Quarterly Financial Report:

The Chief Administrative Officer introduced the Director of Corporate Services to present the Quarterly Financial Report for the period ending September 30, 2024.

24-345 Moved by Councillor Lapointe

That Council accept the Quarterly Financial Report for the period ending September 30, 2024 as information.

- CARRIED UNANIMOUSLY.

Town of Whitecourt Policy Manual Review:

The Chief Administrative Officer stated that the Policy Manual was reviewed on an annual basis, and the Policies and Priorities Committee completed its review, and recommended Council adopt the Manual as presented.

24-346 Moved by Councillor Lanctot

That Council accept the recommendation from the Policies and Priorities Committee and adopt the Town of Whitecourt Policy Manual as presented.

- CARRIED UNANIMOUSLY.

Request for Parking Lot Closure – Christmas is for Kids:

The Chief Administrative Officer noted that the Chamber of Commerce was hosting a Christmas is for Kids event on November 30, 2024 and requested the use of the 52 Avenue parking lot.

24-347 Moved by Councillor Schlosser

That Council authorize the use of the Town fire pit and firewood, and the closure of the 52 Avenue Parking Lot on November 30, 2024, from 10:00am to 3:00pm to accommodate the Whitecourt & District Chamber of Commerce Christmas is for Kids event.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Lanctot attended a Whitecourt Airport Advisory Committee meeting, and a tour of the Mountain Bike facilities.

Councillor Schlosser attended the Firefighters' Awards Night, and the Alberta Recreation & Parks Association Conference.

Councillor Lapointe attended meetings for the Whitecourt Library Board, and Community Futures Yellowhead East, as well as the Small Business Week Appreciation Evening, and the Firefighters' Awards Night.

Councillor McAree reported that he attended the Firefighters' Awards Night, and a tour of the Mountain Bike facilities.

Deputy Mayor Baker reported that she attended meetings for the Whitecourt Regional Forest Advisory Committee and Performing Arts Society, along with the Small Business Week Appreciation Evening, and the Firefighters' Awards Night.

Mayor Pickard reported that he attended a Whitecourt Regional Solid Waste Management Authority meeting and several meetings for the Canadian Rail Alliance Authority. He also met with MP Vierson, the Canada West Foundation, and an Industry Breakfast. Mayor Pickard also attended the Firefighters' Awards Night.

24-348 Moved by Councillor McAree

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

24-349 Moved by Councillor Lapointe

That the following items be accepted as information:

- a) Town Accounts – Cheques 90010 – 90191;
- b) Strategic Plan Update;
- c) Town of Whitecourt 2024 Press Releases:
 - i. October 16 – Whitecourt Town Council Update;
 - ii. October 16 – Whitecourt Changes Dog Licence Requirements;
- d) Woodlands County 2024 Press Releases:
 - i. October 24 – Woodlands County Council Recap – October 23;
- e) Mayor's Calendar; and
- f) Council Calendar.

- CARRIED UNANIMOUSLY.

The meeting recessed at 5:30pm.

The meeting reconvened at 5:38pm.

24-350 Moved by Councillor Lanctot

That Council go into Closed Meeting to discuss Downtown South – Request for Development Agreement Time Extension, per Section 16 of the Freedom of Information and Protection of Privacy (FOIP) Act, and to discuss Council Committee Appointments per Section 17 of the FOIP Act. Time 5:39pm.

- CARRIED UNANIMOUSLY.

24-351 Moved by Councillor Lanctot

That Council revert to the Regular Meeting. Time 6:25pm.

- CARRIED UNANIMOUSLY.

Items of
Information:

Downtown South –
Request for
Development
Agreement Time
Extension:

24-352 Moved by Councillor Lanctot

That Council approve an addendum to the Development Agreement with 489007 Alberta Ltd. for Subdivision W14-319 to grant a one-year extension on outstanding obligations under this Agreement.

- CARRIED UNANIMOUSLY.

Council Committee
Appointments:

24-353 Moved by Councillor Schlosser

That Council approve the Council Committee public appointments, and ratify the appointments to the Health Professionals Attraction & Retention Committee, as attached to and forming a part of these minutes; and,

That Councillor Baker be authorized to attend the final meeting of the Eagle Tower Victim Services Society, and to be removed from the Society.

- CARRIED UNANIMOUSLY.

Adjournment:

24-354 Moved by Councillor Baker

That the Regular Meeting of Council be adjourned. Time: 6:29pm.

- CARRIED UNANIMOUSLY.

Mayor

Chief Administrative Officer

2024 Council Committee Appointments

Committee/Board	Name	Term Expiry
Community Services Advisory Board	Kayla DePietro	October 2027
	Jennifer Keay	October 2027
Economic Development Committee	Williard Strebchuk	October 2027
	Brent McKennitt - Chamber of Commerce Representative	October 2025
Municipal Planning Commission	Darryl Koopmans (Alternate)	October 2027
Protective Services Committee	Bret Elchyson	October 2027
Subdivision and Development Appeal Board	Raelene Day	October 2026
	Jennifer Keay	October 2027
	Elva Roche	October 2027
Whitecourt Library Board	Megan O'Keefe	October 25, 2027
	Gail Rowe	October 25, 2027
	Dave Kusch – Woodlands County Representative	October 27, 2025
Health Professionals Attraction & Retention Committee	Alicia Randall – Alberta Health Representative	October 2027
	Ryan Roszko – Physician/Health Care Provider	October 2026
	Kristen Belke - Nursing Professional	October 2026
	Michelle Halladay – Public Member	October 2025
	Kelly Robinson – Public Member	October 2026



Council Meetings Public Input Session: Terms of Reference

The purpose of the Public Input Session is to provide a venue that allows community members the opportunity to voice opinions and to bring attention to pertinent local issues. Council may ask for clarification regarding matters presented by public members, however, this session is not intended as a forum for debate.

1. Members of the public wishing to address Council are asked to complete the sheet available at the delegation table with their name, address and topic they will be addressing.
2. The public member shall begin comments by stating their name.
3. Public members shall direct comments to the Mayor/Chair.
4. Each public member shall have two minutes to speak as a maximum; however, the Mayor/Chair may reduce time allotments per speaker depending on the number of public members wishing to speak at each meeting.
5. Public members are not permitted to discuss matters that include personnel, legal matters, land issues, or other items included in Section 16 to 29 of the Freedom of Information and Protection of Privacy (FOIP) Act. Items pertaining to a scheduled Public Hearing or appeal will also not be permitted for discussion during the Public Input Session, and will be referred to the scheduled hearing or appeal.
6. Public members cannot discuss matters that are already included as items on the agenda for that meeting unless permission is granted by the Mayor/Chair.
 - a. The Mayor/Chair will not allow discussion on agenda items that are time sensitive in nature, or items that have previously been deferred.
 - b. If a public member is permitted to speak on a matter that is an item on that meeting agenda, and the presentation provides new information which could result in a different course of action, the item will be deferred to a future meeting.
7. Public Input Session issues shall be either:
 - a. accepted as information,
 - b. referred to Administration for further information, or
 - c. deferred for further discussion.

We appreciate your comments and Council thanks you for your input.



REQUEST FOR DECISION

Date: November 7, 2024
Meeting: November 12, 2024 Regular Meeting of Council
Originated by: Rhonda Woods, Economic Development Officer
Title: **HEALTH PROFESSIONALS ATTRACTION & RETENTION COMMITTEE
 2025 STRATEGIC PLANNING PRESENTATION**

PROPOSAL AND BACKGROUND:

The Health Professionals Attraction & Retention Committee (HPARC) was asked to prepare a presentation that highlights the Committee’s achievements, ongoing projects, biggest issues facing the community, and future planning for Council to assist in the 2025 Strategic Planning process.

Kristen Belke, Chair of the Health Professionals Attraction & Retention Committee, will be in attendance to present the Committee’s 2025 Strategic Planning Presentation.

REFERENCES:

- Health Professionals Attraction & Retention 2025 Strategic Planning Presentation

BENEFITS/DISADVANTAGES AND OPTIONS:

Providing Council with information on the achievements, ongoing projects, and future plans for the Committee assists Council with the 2025 Strategic Planning process.

COST AND SOURCE OF FUNDING:

N/A

COMMENTS:

N/A

RECOMMENDATION:

That Council accept the Health Professionals Attraction & Retention Committee 2025 Strategic Planning Presentation as information.

APPROVAL:

Department Director:

CAO:





REQUEST FOR DECISION

Date: November 8, 2024
Meeting: November 12, 2024 Regular Meeting of Council
Originated by: Kerina Sorochan, Senior Development Officer
Title: **DEVELOPMENT PERMIT APPLICATION NO. 24-101**
SAGITAWAH RV PARK EXEMPTION REQUEST

PROPOSAL AND BACKGROUND:

An application was received on September 30, 2024 from the owner of the Sagitawah RV Park to allow for operations throughout the winter months, for a five-year term. The Sagitawah RV Park is located in West Whitecourt off of Highway 43 along Riverboat Park Road, adjacent to the Athabasca River. It is within a Direct Control District where Council is the Development Authority. The property is also situated within the Land Use Bylaw (LUB) Environmental Constraints overlay area due to the property being located within the 1:100 year flood risk area (flood fringe).

The existing permit for the RV Park allows operations from May 15 to October 15 of each calendar year. Permits for year round operation have been granted in the past (2018-2024; 2017/18; 2016/17 and 1999/2000). Requests between 2000 and 2016 were denied due to the flood hazard, the lack of fire protection, seasonal access road, and remoteness of the campground from community support services.

As this application is an intensification of use, it is being reviewed against current standards and legislation. As is typical practice with a new or intensified use, the development permit was circulated to numerous departments and agencies for comment which are summarized as follows:

Whitecourt Fire Department

- The Fire Department has identified concerns following a recent incident response at the RV Park that should be remedied for efficient emergency response, which includes items such as site numbers being too small, and narrowed access within the tree line.

Alberta Environment and Protected Areas, Forestry and Parks

- Alberta Forestry and Parks, Lands Division, had concerns about year round operation turning into long term habitation. They also highlighted the areas within the Provincial Acts that place the onus of the removal of RVs, structures, garbage/litter, fuel containers, etc. on the RV Park owner.

Alberta Environment and Protected Areas, River Engineering & Technical Services

- Alberta Forestry and Parks, River Engineering & Technical Services did not have any objections to the campground use; however, they noted the risk of potential ice jam floods in early spring and open water floods as the property is within the 1:100 year flood hazard area.

Alberta Health Services

- Alberta Health notified Administration that the RV Park is currently non-compliant with a portion of the Recreation Area Regulation.

Town of Whitecourt

- Town Emergency Management noted that the RV Park Owner should ensure that they have plans and procedures in place to keep their customers safe and evacuate expediently during an event. The plan should ensure that all items that could create environmental damage or contamination are removed from the site or protected in a manner satisfactory to Alberta Environment and Parks.

When looking at the complete RV Park and its history, one of the primary reasons this Park is limited to seasonal operation is the threat of floods. There is a past history of high water flows at this location; some of which may occur before May 15. In recent history, the Park was evacuated in 2023 (June 20), 2020 (July 3) and 2012 (July 25). High flow advisories occurred in early June of 2017 and again in late August of 2024. All of the listed evacuations and advisories fall within the approved seasonal operating months.

Following the flood in 2020, the Town noted 51 unpermitted sites at the RV Park and required the owner to apply for a development permit to make the sites legal. Permit 20-115 was issued, but closed non-compliant resulting in 18 sites being deactivated, leaving 95 total active sites. Through this process, a Real Property Report (RPR) was completed in August of 2023 which identified the location of sanitary sewer holding tanks within the Town's Environmental Reserve (ER). Administration was unaware of the sanitary sewer holding tanks until the RPR was completed.

REFERENCES

- Application 24-101
- RV Park Site Map submitted October 2, 2024 – attached
- RPR dated August 2, 2023 – attached
- D91-156 Notice of Decision – attached
- D18-120 Notice of Decision – attached
- D20-115 Notice of Decision – attached

BENEFITS/DISADVANTAGES AND OPTIONS:

In 2021, Alberta Environment and Parks finalized the Flood Study of the Athabasca and McLeod River for the Whitecourt area. This study indicates that the governing flood for Athabasca River is an open water flood, and the governing flood for the McLeod River is an ice jam flood. While there have not been ice jam floods affecting Whitecourt in recent history, devastating floods did occur in the 1960s and 1940s. Ice jam flooding is a reality and can still occur in spring months.

One of the typical concerns regarding year round use in a RV Park is the possibility of the area evolving, even with restrictions in place, into permanent living accommodations. While the RV Park site works as a campground at this time, it is not in a suitable location for residential use. It would require substantial fill to bring it above the 1:100yr flood level, and is in the midst of an industrial area with no walkability to core services such as shopping and entertainment. It is further highlighted within our Municipal Development Plan as a "special consideration" area as the development of the surrounding industrial areas could pose a nuisance to the use even as a campground.

COST AND SOURCE OF FUNDING:

Standard development fees apply.

Dust control on River Boat Park Road continues to be the responsibility of the RV Park owner per a permit condition in the original Permit 91-156.

COMMENTS:

The Park is located within a Direct Control District where Council is the development authority and a decision of Council cannot be appealed. While Council may feel obligated to approve an application based on prior decisions, they are not bound by precedent in determining applications within a Direct Control District. Rather, Council must review each application on its own merit and with any new information provided.

The requirement for the Property Owner to obtain permits for all fire pits on the property and to work with the Whitecourt Fire Department for winter safety remain outstanding conditions from previous permits. There have also been new issues brought to Administration's attention through the various department and agency referrals, as well as through the 2023 Real Property Report completed for the RV Park that need to be addressed. For this reason, Administration is

recommending that Council only consider issuing a permit to allow year-round operations for a 1-year term rather than the 5-year term that has been requested by the applicant.

RECOMMENDATION:

That Council approve Application 24-101 for a one-year exemption to the Park operating season, allowing the park to operate year round from October 16, 2024 to May 14, 2025; after which time the park would revert to operating between May 15 to October 15 each year; subject to the following conditions:

1. All conditions of the original development permit 91-156 continue to apply.
2. Sites 75, 76, 77, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, and 101 must remain decommissioned and cannot be utilized for RV's or tents without the issuance of a permit to recommission them.
3. The Property Owner must work with the Fire Department to maintain access for emergency vehicles throughout the winter.
4. The Property Owner shall provide the Town with a plan to address the septic holding tank encroachments on the Town's ER lot prior to November 29, 2024.
5. The Property Owner shall ensure that patrons do not stay longer than 60 days, and shall, upon request, provide the Town with access to records related to the rental of the sites including durations of stay.
6. The Property Owner shall not allow patrons to construct any type of permanent or semi-permanent affixed structure or affixed development, such as, patio, deck, pavilion, pergola, screening, etc. within the RV Park Sites.
7. Upon notification by the Town, the Property Owner shall be responsible for promptly evacuating all patrons and visitors, and for promptly removing any and all products and/or items that may pose an environmental contaminant risk to land and water in the event of high water.
8. The Property Owner shall be responsible for keeping their property vacant and secured for the duration of all evacuations.
9. The Property Owner is responsible to comply with the terms and conditions of all Federal, Provincial, and other Municipal Bylaw requirements that pertain to this development.

APPROVAL:

Department Director:

CAO:





- Overflow 53
- Overflow 29
- Overflow 28
- Overflow 9

Highway 43

Petting Zoo

River Boat Park Road

Boat Launch
800 Meters
875 Yards

LOT 1 PLAN 962 3452, C. of T. 112 413 567
SAGITAWAH RV PARK
TOWN OF WHITECOURT
ALBERTA

LEGEND

- Statutory Iron Post found
- ⊕ Fd. No Mk. Re-est. Left No Mk.
- ⊕ Septic Holding Tank with Elevation
- ⊕ Power Pole
- ⊕ Light Standard
- ⊕ Power Panel
- ⊕ Car Electrical Plug
- Grass Pad
- Edge of Gravel
- Treeline
- Building
- Deck
- Eaves / Overhangs / Cantilevers
- Fence
- Retaining Wall
- Property Line
- 50 Amp, Water, Sewer
- 30 Amp, Water, Sewer
- 30 Amp, Water
- 15 Amp, Water
- Unserviced

NOTES

Measurements are to the outmost extremities of the building foundation at ground level and are perpendicular to the property line unless otherwise noted.

Underground facilities not located.

Eaves are measured to the line of the fascia.

Distances are horizontal, at ground level in metres.

Bearings are Grid, 3TM, derived by GNSS.

Reference Meridian is 117° West Longitude.

Datum NAD83 (CSRS).

Elevations obtained on July 4th, 2023.

All elevations are in metres and decimals thereof.

Elevations are geodetic and derived from ASCM 666156 (Elev. 696.57).

ABBREVIATIONS

A.L.S.	Alberta Land Surveyor	Mp.	Marker Post
ASCM	Alberta Survey Control Marker	N.	North
C. of T.	Certificate of Title	NAD83	North American Datum 1983
CSRS	Canadian Spatial Reference System	No.	Number
E.	East	R/W	Right-of-Way
Fd.	Found	Re-established	Re-established
GNSS	Global Navigation Satellite System	S.	South
H.	Height Above Ground	SEC.	Section
HWY	Highway	3TM	3 Degree Transverse Mercator
I.	Statutory Iron Post	W.	West
Mk.	Mark		

TO: TOWN OF WHITECOURT
BOX 509
WHITECOURT, ALBERTA
T7S 1N6

RE: LOT 1, PLAN 962 3452 (THE PROPERTY)
DATE OF SURVEY: JULY 4TH, 2023
DATE OF TITLE SEARCH: JULY 12TH, 2023
CERTIFICATE OF TITLE No. 112 413 567
(COPY INCLUDED)

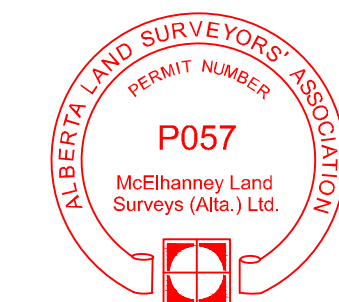
CERTIFICATION: I HEREBY CERTIFY THAT THIS REPORT, WHICH INCLUDES THE ATTACHED PLAN AND RELATED SURVEY, WAS PREPARED AND PERFORMED UNDER MY PERSONAL SUPERVISION, DIRECTION AND CONTROL AND IN ACCORDANCE WITH STANDARDS AND RULES FOR THE PRACTICE OF SURVEYING PRESCRIBED BY THE ALBERTA LAND SURVEYORS' ASSOCIATION. ACCORDINGLY, WITHIN THOSE STANDARDS AND AS OF THE DATE OF THIS REPORT, I AM OF THE OPINION THAT:

- THE PLAN ILLUSTRATES THE BOUNDARIES OF THE PROPERTY, THE IMPROVEMENTS AS DEFINED IN PART C, SECTION 6.5 OF THE ALBERTA LAND SURVEYORS' ASSOCIATION'S MANUAL OF STANDARD PRACTICE, AND REGISTERED EASEMENTS AND RIGHTS-OF-WAY AFFECTING THE EXTENT OF THE TITLE TO THE PROPERTY;
- THE IMPROVEMENTS ARE ENTIRELY WITHIN THE BOUNDARIES OF THE PROPERTY, EXCEPT AS SHOWN (GRAVEL SURFACE, FENCE AND SEPTIC HOLDING TANKS);
- NO VISIBLE ENCROACHMENTS EXIST ON THE PROPERTY FROM ANY IMPROVEMENTS SITUATED ON AN ADJOINING PROPERTY;
- NO VISIBLE ENCROACHMENTS EXIST ON REGISTERED EASEMENTS OR RIGHTS-OF-WAY AFFECTING THE EXTENT OF THE PROPERTY;

PURPOSE: THIS REPORT AND ATTACHED PLAN HAVE BEEN PREPARED FOR THE BENEFIT OF THE PROPERTY OWNER, SUBSEQUENT OWNERS, AND ANY OF THEIR AGENTS FOR THE PURPOSE OF A SUBMITTAL TO THE MUNICIPALITY FOR A COMPLIANCE CERTIFICATE.

COPYING IS PERMITTED ONLY FOR THE BENEFIT OF THESE PARTIES, AND ONLY IF THE PLAN REMAINS ATTACHED, WHERE APPLICABLE. REGISTERED EASEMENTS AND UTILITY RIGHTS-OF-WAY AFFECTING THE EXTENT OF THE PROPERTY HAVE BEEN SHOWN ON THE ATTACHED PLAN. UNLESS SHOWN OTHERWISE, PROPERTY CORNER MARKERS HAVE NOT BEEN PLACED DURING THE SURVEY FOR THIS REPORT. THE ATTACHED PLAN SHOULD NOT BE USED TO ESTABLISH BOUNDARIES (E.G. FOR FENCING) BECAUSE OF THE RISK OF MISINTERPRETATION OR MEASUREMENT ERROR BY THE USER. THE INFORMATION SHOWN ON THIS REPORT REFLECTS THE STATUS OF THIS REPORT AS OF THE DATE OF SURVEY ONLY. USERS ARE ENCOURAGED TO HAVE THE REAL PROPERTY REPORT UPDATED FOR FUTURE REQUIREMENTS BECAUSE SUBSEQUENT DEVELOPMENT CHANGES ON THE PROPERTY WILL NOT BE REFLECTED ON THE REPORT.

DATED AT TOWN OF WHITECOURT, ALBERTA
THIS 2ND DAY OF AUGUST, 2023.



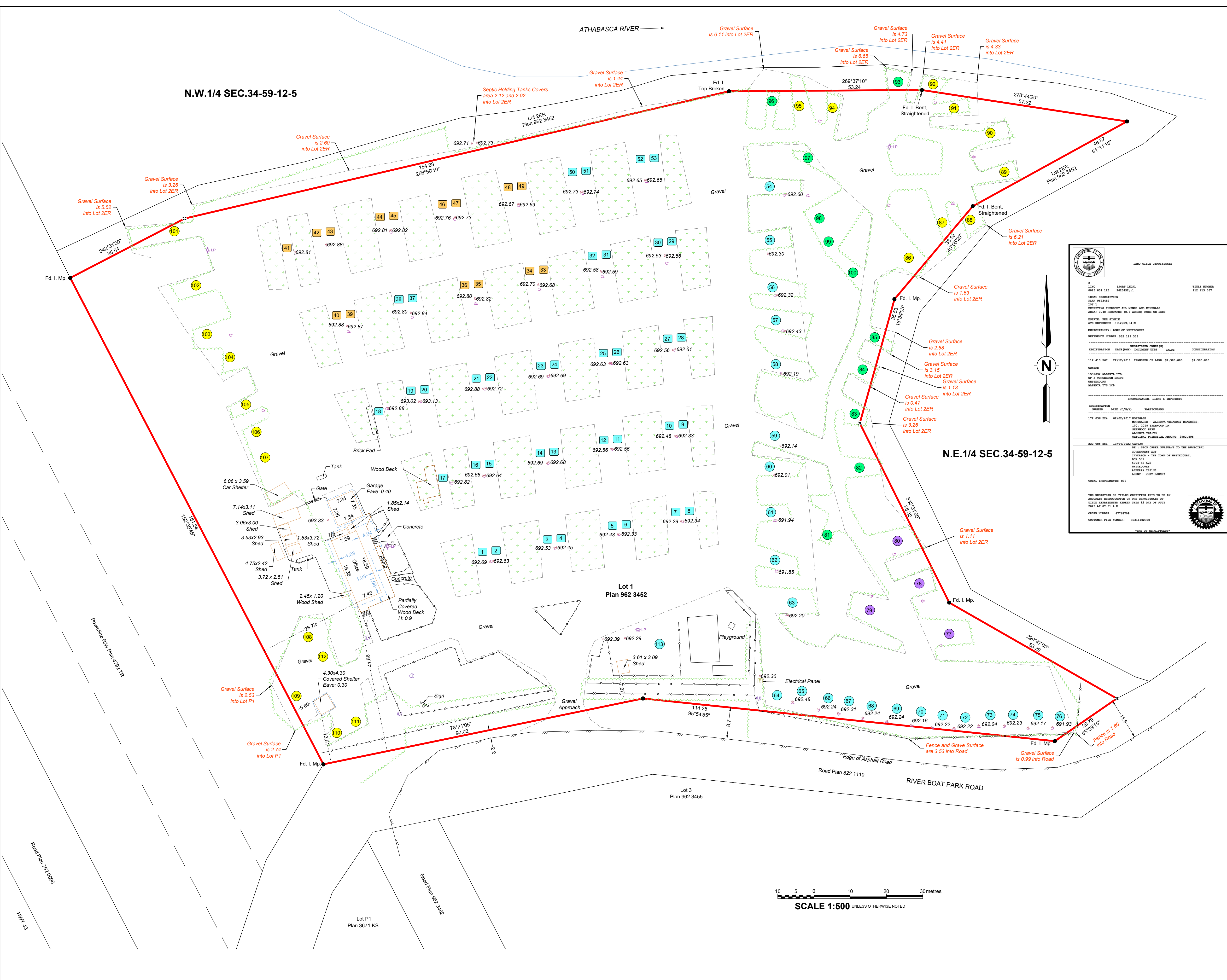
RUDY NG, A.L.S.
(COPYRIGHT RESERVED)

THIS DOCUMENT IS NOT VALID UNLESS IT BEARS THE ORIGINAL SIGNATURE OR DIGITAL SIGNATURE OF AN ALBERTA LAND SURVEYOR AND A MCELHANNAY LAND SURVEYS (ALTA.) LTD. PERMIT STAMP IN RED INK.

member of ALBERTA LAND SURVEYORS' ASSOCIATION

© RUDY NG, Alberta Land Surveyor 2023

DRAWN BY: BN	CK'D BY: RN	McElhannay Land Surveys (Alta.) Ltd.
DATE: AUGUST 23		3-3370 33 Street
SCALE: 1:500		Whitecourt AB T7S 1X4
PLAN ID: 32311102300-V-PROP-001		Tel. 780-778-5559



LAND TITLE CERTIFICATE

LINE 8
0026 851 123 80000 LEGAL
0026849/1

LEGAL DESCRIPTION
FRAN RICHARDS
SECTION 34-59-12-5
AREA: 3.48 HECTARES (8.4 ACRES) MORE OR LESS

REPORT: PER SAMPLE
DATE RECEIVED: 3/13/19/14/18
MUNICIPALITY: TOWN OF WHITECOURT
REFERENCE NUMBER: 032 129 343

REGISTRATION NUMBER	DATE (D/M/Y)	DOCUMENT TYPE	VALUE	CONSIDERATION
112 413 567	22/12/2011	TRANSFER OF LAND	\$1,300,000	\$1,300,000

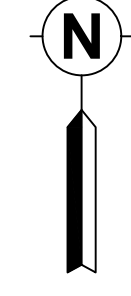
REGISTRATION NUMBER: 172 036 224
DATE (D/M/Y): 02/02/2015
PARTICIPANTS:
MORTGAGEE: ALBERTA TREASURY BRANCHES
100, 2018 BRASSWOOD DR
EDMONTON, AB
ALBERTA T7E0V5
ORIGINAL INSTRUMENT NUMBER: 8942 895

REGISTRATION NUMBER: 222 085 551
DATE (D/M/Y): 13/04/2022
CAVAYAR: IN: 2009 ORDER PERTAINING TO THE MUNICIPAL GOVERNMENT ACT
CAVAYAR: THE TOWN OF WHITECOURT
REG. NO. 509
MUNICIPALITY: ALBERTA T7E0V5
AGENT: JUDY BARNEY

TOTAL INSTRUMENTS: 002

THE REGISTRATION OF THIS CERTIFICATE DOES NOT AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REFERENCED HEREIN THIS IS DATE OF JULY, 2023 AT 07:13 A.M.
ORDER NUMBER: 47746109
CUSTOMER FILE NUMBER: 32311102300

END OF CERTIFICATE



SCALE 1:500 UNLESS OTHERWISE NOTED

APPROVED SUBJECT TO THE FOLLOWING CONDITIONS

1. A detail site plan, showing all structures, fencing, landscaping, proposed elevations, servicing, lighting, roadway development, signage, site details, and garbage facilities shall be submitted for Council's review prior to any work being undertaken on the site.
2. All permanent structures to be built above 693.2m in elevation.
3. The inlet to the sewer pump out shall be above 693.2m in elevation.
4. No sites, developments, or fencing shall be undertaken within 6.0m of the top of the river bank. This bank top shall be determined by the Town.
5. A Development Permit shall be obtained from Alberta Transportation. Any upgrading of the access road intersection with Highway #43 shall be at the cost of the applicant.
6. The applicant shall obtain the permits required under the Plumbing and Drainage regulations, and present copies to the Town.
7. The applicant shall obtain approval of the Health Inspector and present this to the Town.
8. A Real Property Report, prepared by and bearing the stamp of an Alberta Land Surveyor, which verifies the location and elevation of all structures shall be presented to the Town prior to any work progressing beyond the subfloor stage.
9. The applicant shall submit applications for building permits for all structures on the property and adhere to the Building Permit Bylaw.
10. The operators shall remove all sewage and solid waste to approved disposal points at their expense.
11. The applicant shall install a culverted access to the site from the boat launch road, with a maximum width of 9m.
12. The sani-station shall have a paved surface, and be provided with a wash water source.
13. The applicant shall treat the access road from the highway to the site road with a dust control suitable to the Town during the months of campground operations.
14. The applicant shall topsoil and seed to grass the ditch adjacent to the site.
15. The applicant shall topsoil, seed, and landscape with a minimum of 150 trees the portions of the site from which natural vegetation has been removed. A minimum of 60% of the site area shall be landscaped.
16. No permanent residence shall be permitted, nor shall any use of the site before May 15 or after October 15 of any year be permitted without Council's approval.

**APPLICATION – APPROVED SUBJECT TO THE FOLLOWING CONDITIONS:
Permit No. 18-120 - EXEMPTION REQUEST
October 16, 2018 – May 14, 2024
Lot 1, Plan 962-3452**

1. As per the Alberta Building Code, patrons are prohibited from using the campground as their sole place of residency on a permanent basis.
2. Sites to be set back a minimum of 20m from the top of bank of the nearest river channel.
3. All recommendations from the Fire Department for winter safety and/or emergency management planning must be completed prior to November 15, 2018 and subject to inspection.
4. The campground operator shall ensure that tenants do not stay longer than 60 days, and shall, upon request, provide the Town with access to records related to the rental of the sites including durations of stay.
5. All other conditions of the original development would continue to apply.

APPLICATION NO. 20-115

Roll No.
6122

To allow sites #63 to 113
at Lot 1, Plan 9623452 was

APPROVED

on June 14, 2021 by Council
with the following conditions:

1. All conditions from previous permits issued for the use of the property as a campground and for temporary year round use shall apply.
2. Sites #75, #76, #77, #87, #88, #89, #90, #91, #92, #93, #94, #95, #96, #97, #98, #99, and #100 are only permitted if an emergency evacuation plan is submitted to the satisfaction of the Town by July 31, 2021. If a satisfactory plan is not provided by this date, then these sites shall be immediately decommissioned as camping sites by removing all services to them, restoring the areas to a natural state, and no further camping shall be allowed on these sites.
3. As it is located outside of the property line, Site #101 shall be decommissioned as a camping site prior to July 31, 2021 by removing all services to it, if any, restoring it to a natural state, and no further camping shall be allowed on this site.
4. The property owner shall provide an updated Real Property Report for the campground prior to June 30, 2021, and shall relocate any encroaching fences and adjust any encroaching sites (specifically sites 67 to 72) prior to August 31, 2021.
5. The property owner shall ensure that no RVs or other vehicles will be located on the Environmental Reserve lot owned by the Town with the legal description of Lot 2ER, Plan 9623452.
6. As per the Alberta Building Code, patrons are prohibited from using the campground as their sole place of residency on a permanent basis.
7. The property owner shall ensure that tenants do not stay longer than 60 days, and shall, upon request, provide the Town with access to records related to the rental of the sites including durations of stay.
8. Sites to be set back a minimum of 20m from the top of bank of the nearest river channel.
9. The property owner shall ensure that all sewage holding tanks and openings are at a minimum elevation of 693.2m or higher.
10. All recommendations from the Fire Department for winter safety and/or emergency management planning must be completed prior to September 30, 2021, and subject to inspection. Permits must be obtained prior to June 30, 2021 for any campground fires occurring on this property.
11. The property owner shall be responsible for promptly evacuating and securing the campground when notified by the Town.



5004 52 Avenue, Box 509, Whitecourt AB T7S 1N6

Phone /780.778.2273 Fax /780.778.4166

www.whitecourt.ca



REQUEST FOR DECISION

Date: November 7, 2024
Meeting: November 12, 2024 Regular Meeting of Council
Originated by: Lee Hardman, Director of Community Safety
Title: **FOREST RESOURCE IMPROVEMENT ASSOCIATION OF ALBERTA (FRIAA)
 – COMMUNITY FIREGUARD PROGRAM PHASE 2: CONSTRUCTION**

PROPOSAL AND BACKGROUND:

On August 19, 2024, Council issued a motion of support for Phase 2 of the Community Fireguard Program. Phase 2 involves the construction of the Community Fireguard. Following the motion of support from Council, a FRIAA application was submitted for funding the construction of the Community Fireguard.

On October 30, 2024, the Town received notification from FRIAA that the Community Fireguard Program Phase 2: Construction Funding was approved. The Town is working with a consultant to finalize the construction plan, with a public Town Hall to occur early December. Consultation with the Aboriginal Consultation Office and affected Rights Holders is currently underway.

Phase 2 Construction involves a 100-metre-wide Fireguard with access routes. This work will include vegetation clearing, mulching, stumping, grading (including erosion control), and FireSmart-approved seeding. This project aims not just at the immediate risk reduction, but also at long-term wildfire resilience. The construction is expected to commence between December 2024 and March 2025.

REFERENCES:

- Community Fireguard Map – attached

BENEFITS/DISADVANTAGES AND OPTIONS:

FireSmart projects such as the Fireguard significantly reduces the threat of wildfires in the community and surrounding area.

COST AND SOURCE OF FUNDING:

FRIAA Community Fireguard Grant Funding: \$1,534,180.00

The Town will utilize supplemental staff along with equipment as an in-kind for the project.

COMMENTS:

N/A

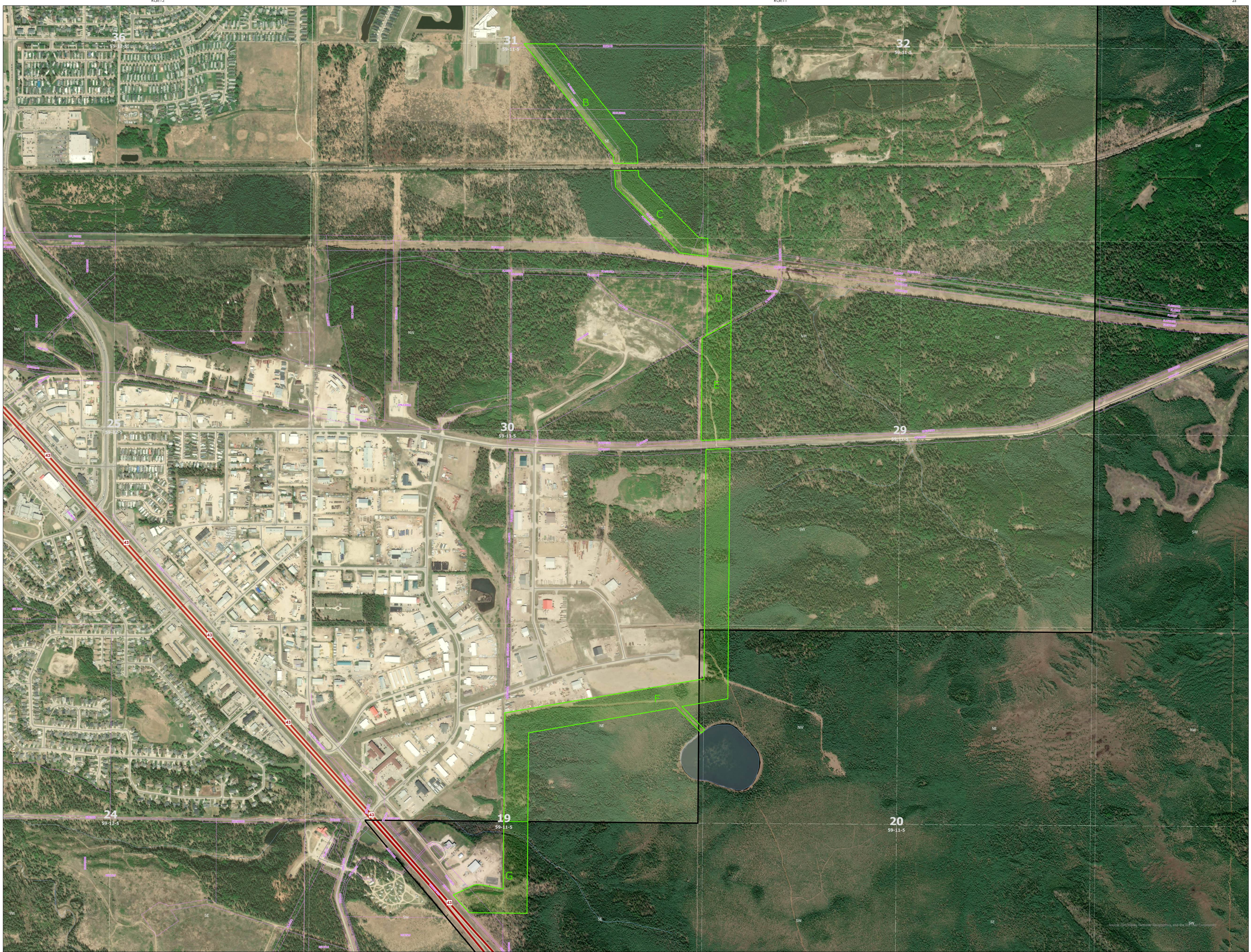
RECOMMENDATION:

That Council accept the Forest Resource Improvement Association of Alberta (FRIAA) – Community Fireguard Program Phase 2: Construction as information.

APPROVAL:

Department Director:

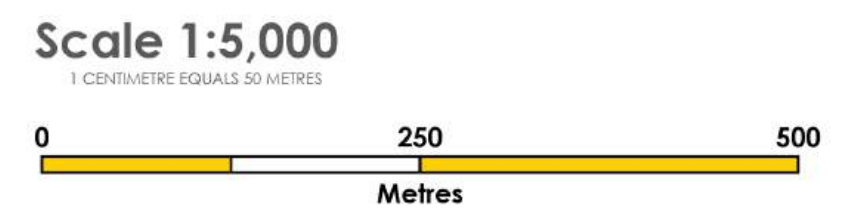
CAO:



- | | |
|--|--------------------|
| Town of Whitecourt | Divided Paved Road |
| Digital Integrated Dispositions (DIDs) | Driveway |
| Laker/River | Truck Trail |
| Railway | Cutline |
| Highway | Recurring Stream |
| Two Lane - Paved | |
| One Lane - Paved | |
| Four Lane Undivided Paved Road | |

TOWN OF WHITECOURT

FIRE GUARD



COPYRIGHT © 2024 TOWN OF WHITECOURT
 ANY USE, DUPLICATION OR DISTRIBUTION WITHOUT PERMISSION IS PROHIBITED.
 THIS MAP WAS DEVELOPED USING AVAILABLE INFORMATION AND MAY NOT ACCURATELY REPRESENT THE LOCATION, DEFINITION, OR DISTRIBUTION OF LAND-BASE FEATURES.

Map Date: September 4, 2024
 Map Production: silvacom Ltd.
 Project Number: 5243
 Project File: Fireguard_0243.aprx
 Layout File: 42438



Whitecourt

REQUEST FOR DECISION

Date: November 7, 2024
Meeting: November 12, 2024 Regular Meeting of Council
Originated by: Rhonda Woods, Economic Development Officer
Title: LIVING WATERS CATHOLIC SCHOOLS - POST-SECONDARY OPTIONS

PROPOSAL AND BACKGROUND:

Following the Joint Use Planning Agreement signing session and meeting in early September, at which a roundtable occurred, Living Waters Catholic Schools Board of Trustees has extended an invitation to discuss opportunities to increase local post-secondary opportunities for students and the community. Advancing opportunities for post-secondary education has been a goal of the Economic Development Committee, with supporting post-secondary options and collaboration with school divisions on identified synergies noted as an advocacy item.

A working group to explore post-secondary opportunities was established in 2019 and wrapped up in 2021, after which various strategies were implemented based on the Community Training Needs and Labour Force Analysis project recommendations. Since this time, a variety of training and further education opportunities provided from universities and colleges have been introduced based on demands, tailored specifically for business and industries in the community As identified in the Strategic Plan, Administration has continued to research higher education opportunities options for Whitecourt. A number of meetings were conducted in the Fall of 2023 to better understand the challenges and barriers that prevent post-secondary institutions from establishing a physical presence in the community.

REFERENCES:

- October 22, 2024 Letter from Living Waters Catholic Schools – attached
-

BENEFITS/DISADVANTAGES AND OPTIONS:

Increasing post-secondary opportunities available in our community would strengthen the community as a whole; not only allowing students to live at home for a longer period while pursuing higher education, but also providing the opportunity to have students move to Whitecourt to obtain their schooling.

COST AND SOURCE OF FUNDING:

N/A

COMMENTS:

Multiple options for post-secondary learning have been explored throughout the years, working with business and industry to assist with meeting labour force needs. Approaching learning from an educational perspective may aid in institution of programs to better serve the community as a whole.

RECOMMENDATION:

That Council advise Living Waters Catholic Schools that the Town would be willing to discuss opportunities to increase local post-secondary opportunities for Whitecourt.

APPROVAL:

Department Director:

CAO:





**Living Waters
Catholic Schools**

E-MAILED OCT 24 2024

October 22, 2024

Mayor Tom Pickard
c/o Town of Whitecourt
Box 509
Whitecourt, AB T7S 1N6

RE: Joint Use Agreement Meeting Follow-Up

Dear Mayor Tom Pickard,

On behalf of Living Waters Catholic Schools Board of Trustees and our Central Office staff we would like to express our sincere gratitude for the opportunity to meet with all of you on September 2, 2024 to finalize and celebrate the signing off of a joint use agreement. The conversation was incredibly informative and generative, and we believe it will be invaluable as we move forward with our school board's future planning.

Everyone's contributions, insights and perspectives were instrumental in helping us understand the unique needs and opportunities within our community. We are particularly appreciative of your willingness to collaborate and explore potential partnerships.

Our Board is specifically interested in strengthening relationships with post-secondary partners. Therefore, as we continue to develop our plans, we would like to extend an invitation to your organizations to join us in future discussions to fully understand how we can increase local post-secondary opportunities for our students and community.

We believe, by fostering a collaborative environment, we can identify additional opportunities to serve our students and community members.

Tel 780.778.5666
1.888.434.7348

4204 Kepler St.
Box 1949
Whitecourt
Alberta
T7S 1P6

Fax: 780.778.2727

Livingwaters.ab.ca



Thank you again for your time. We look forward to continuing our work together for the good and growth of our Whitecourt community.

Sincerely,

A handwritten signature in black ink that reads "Eva Kuefler".

Eva Kuefler
Board Chair

EK/bc

cc: Jo-Anne Lanctot, Superintendent
Board of Trustees



REQUEST FOR DECISION

Date: November 4, 2024
Meeting: November 12, 2024 Regular Meeting of Council
Originated by: Tara Gallant, Legislative Manager
Title: 2025 MUNICIPAL ELECTION

PROPOSAL AND BACKGROUND:

The 2025 Municipal Election is scheduled for October 20, 2025.

Nominations for the general election open January 1, 2025, and close at noon on September 22, 2025.

The Local Authorities Election Act (LAEA) regulates election procedures, including candidate nominations, voting processes and post-voting activities, such as the counting of votes. A number of amendments have been made to the Local Authorities Election Act (LAEA) since the last general municipal election to:

- set the framework for campaign expense limits;
 - expand the use of special ballots in local elections;
 - prohibit the use of automated voting equipment, including electronic tabulators;
 - clarify the rules and processes for scrutineers;
 - allow municipalities to require criminal record checks for local candidates.
-

REFERENCES:

Local Authorities Election Act:

Updated version will be loaded online at <https://www.alberta.ca/municipal-elections>

BENEFITS/DISADVANTAGES AND OPTIONS:

There are a number of procedural points that need to be confirmed in preparation for the upcoming election.

Returning Officer and Substitute Returning Officer

While the LAEA requires a Returning Officer to be appointed by June 30, 2025 [Section 13(1)], Administration would like to have the Returning Officer appointed prior to January 1 when nominations can be accepted.

The LAEA requires municipalities also appoint a Substitute Returning Officer [Section 13(2.1)]. Should the Returning Officer be incapable of performing the duties, the substitute may exercise all the duties, functions, and powers for conducting the election under the Act.

Joint Election with School Divisions

Administration has informally discussed the opportunity to host a joint election with both Living Waters Catholic School Regional Division No. 42 and Northern Gateway Public Schools. Administration recommends that a letter and draft agreement be forwarded to both school divisions for review, and that Council authorize Administration to negotiate a Joint Election Agreement with both school boards. Per past practice, Whitecourt will manage the Whitecourt polling station for the advance vote and general election for a fee. Both school boards will appoint Returning Officers to administer the school divisions' elections, and would be responsible for administration of election tasks including, but not limited to: school board advertisements and notices, nomination acceptance, ballot approval, and declaration of election results. A resolution is required from Council to enter into agreements with both school divisions for a Joint Election.

COST AND SOURCE OF FUNDING:

2025 Budget

COMMENTS:

Administration will be bringing further details for Council's approval regarding the 2025 municipal election at a future meeting, including information on specific LAEA amendments, Special Ballots, Advance Vote, and Institutional Vote.

RECOMMENDATION:

That Council authorize Administration to enter into an agreement with Living Waters Catholic Schools Regional Division No. 42 and Northern Gateway Public Schools for a Joint Election in accordance with Section 2 of the Local Authorities Election Act; and,

That Council appoint Marlene Pinchbeck as the Returning Officer, and Tara Gallant as the Substitute Returning Officer for the 2025 Municipal Election.

APPROVAL:

Department Director:

CAO:





REQUEST FOR DECISION

Date: November 6, 2024
Meeting: November 12, 2024 Regular Meeting of Council
Originated by: Wendy Grimstad-Davidson, Executive Assistant
Title: JOINT CHRISTMAS DINNER

PROPOSAL AND BACKGROUND:

Woodlands County and the Town of Whitecourt alternate hosting a Christmas Dinner for both Councils. The County hosted in 2023, and Whitecourt has planned a dinner at the Eagle River Casino on December 18 at 6:00pm.

REFERENCES:

N/A

BENEFITS/DISADVANTAGES AND OPTIONS:

The dinner provides an opportunity for Whitecourt and Woodlands County Councillors to celebrate the holiday season, joint successes achieved in the prior years, and continued partnerships.

COST AND SOURCE OF FUNDING:

2024 Budget

COMMENTS:

N/A

RECOMMENDATION:

That Council authorize the attendance of Council Members to attend the joint Christmas Dinner with Woodlands County at the Eagle River Casino on December 18, 2024, at 6:00pm.

APPROVAL:

Department Director:

CAO:





REQUEST FOR DECISION

Date: October 24, 2024
Meeting: October 28, 2024 Regular Meeting of Council
Originated by: Wendy Grimstad-Davidson, Executive Assistant
Title: COUNCILLOR REPORTS

PROPOSAL AND BACKGROUND:

Council Members report to co-Members regarding issues and decisions made on the various Boards and Committees on which they serve.

Councillor Name	Committee
Tara Baker	Canfor Public Advisory Committee Communities in Bloom Community Services Advisory Board (Alternate) Emergency Advisory Committee Subdivision and Development Appeal Board (Alternate) Whitecourt FireSmart Working Group Lac Ste. Anne Foundation (Alternate) Whitecourt Airport Advisory Committee (Alternate) Whitecourt Regional Forest Advisory Committee Whitecourt & Woodlands Performing Arts Society
Paul Chauvet	Subdivision and Development Appeal Board Ad Hoc MDP/LUB Review Advisory Committee Capital Region Assessment Services Commission Golden Triangle Trail Partnership Committee Lac Ste. Anne Foundation Whitecourt Regional Solid Waste Management Authority
Braden Lanctot	Canfor Public Advisory Committee (Alternate) Council Compensation Committee Economic Development Committee Municipal Planning Commission Protective Services Committee Whitecourt Airport Advisory Committee Whitecourt Mountain Bike Association Whitecourt Regional Solid Waste Management Authority Whitecourt & Woodlands Winter Recreation Park Society
Serena Lapointe	Joint Liaison Committee Subdivision and Development Appeal Board (Alternate) Whitecourt Library Board Youth Advisory Committee Ad Hoc Culture & Events Centre Partnership/Sponsorship Comm. Community Futures Yellowhead East Yellowhead Regional Library

Bill McAree	Council Compensation Committee Emergency Advisory Committee Municipal Planning Commission (Alternate) Protective Services Committee Whitecourt Regional Solid Waste Management Authority (Alt.) Youth Advisory Committee (Alternate)
Tom Pickard	Council Compensation Committee Economic Development Committee Joint Liaison Committee Protective Services Committee Ad Hoc Culture & Events Centre Partnership/Sponsorship Comm. Chamber of Commerce Liaison/Board of Directors Northern Alberta Elected Officials Caucus Northern Alberta Mayors and Reeves Caucus Whitecourt Airport Advisory Committee Whitecourt Business Support Network Whitecourt & District Health Partnership Team Whitecourt Regional Solid Waste Management Authority
Derek Schlosser	Community Services Advisory Board Health Professionals Attraction and Retention Committee Joint Liaison Committee Municipal Planning Commission Youth Advisory Committee Ad Hoc Culture & Events Centre Partnership/Sponsorship Comm. Ad Hoc MDP/LUB Review Advisory Committee Whitecourt Heritage Society

REFERENCES:

N/A

BENEFITS/DISADVANTAGES AND OPTIONS:

Council Members keep other Members up to date on all aspects of Town business and dealings.

COST AND SOURCE OF FUNDING:

N/A

COMMENTS:

N/A

RECOMMENDATION:

That Council accept the Councillor Reports item as information.

APPROVAL:

Department Director:

CAO:





REQUEST FOR DECISION

Date: November 7, 2024
 Meeting: November 12, 2024 Regular Meeting of Council
 Originated by: Wendy Grimstad-Davidson, Executive Assistant
 Title: **ITEMS OF INFORMATION**

PROPOSAL AND BACKGROUND:

The following items are included in the November 12, 2024 Council package as information items:

- a. Town Accounts – Cheques 90192 – 90360 (Council Members to contact the Director of Corporate Services prior to Regular Meeting with any questions regarding Town accounts);
- b. October 23, 2024 Letter from Alberta Municipal Affairs re Intermunicipal Collaboration Framework;
- c. October 28, 2024 Letter from Yubetsu re 2024 Visit;
- d. October 30, 2024 Letter to Premier Smith re Impact of Changes to Grants in Place;
- e. Town of Whitecourt 2024 Press Releases:
 - i. October 24 – Trunk or Treat is Coming to Downtown Whitecourt October 26;
 - ii. October 29 – Whitecourt Town Council Update;
- f. Mayor's Calendar; and
- g. Council Calendar.

RECOMMENDATION:

That Council accept the Items of Information as information.

APPROVAL:

Department Director:

CAO:

Town of Whitecourt
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

System: 11/06/24 3:28:29 PM
 User Date: 11/06/24

Page: 1
 User ID: STACY

Ranges: From: To: From: To:
 Cheque Number First Last
 Vendor ID First Last
 Vendor Name First Last
 * Voided Cheques
 Cheque Date 10/24/24 11/06/24
 Chequebook ID First Last

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
90192	ABMUN005	ALBERTA MUNICIPAL SERVICES COR	10/29/24	SCOTIA	PMCHQ00003163	\$441.38
90193	ALPS001	ALPS LIQUOR	10/29/24	SCOTIA	PMCHQ00003163	\$1,332.76
90194	APEX003	APEX SUPPLEMENTARY PENSION TRU	10/29/24	SCOTIA	PMCHQ00003163	\$1,552.50
90195	APEX005	APEX SUPPLEMENTARY PENSION TRU	10/29/24	SCOTIA	PMCHQ00003163	\$212.33
90196	BAKER005	TARA BAKER	10/29/24	SCOTIA	PMCHQ00003163	\$127.40
90197	BJOR005	BJORNSTED, JENNIFER	10/29/24	SCOTIA	PMCHQ00003163	\$875.00
90198	BLAR001	BLAREN, SHANE	10/29/24	SCOTIA	PMCHQ00003163	\$500.00
90199	BUCK005	BUCK, CHLOE	10/29/24	SCOTIA	PMCHQ00003163	\$19.69
90200	BURR001	BURROWS, SHARON	10/29/24	SCOTIA	PMCHQ00003163	\$168.00
90201	CANN002	CANNIFF AND ASSOCIATES	10/29/24	SCOTIA	PMCHQ00003163	\$300.00
90202	CENTRA002	CENTRALSQUARE CANADA SOFTWARE	10/29/24	SCOTIA	PMCHQ00003163	\$5,988.78
90203	CIE001	CIESLA, JOHN	10/29/24	SCOTIA	PMCHQ00003163	\$41.25
90204	CLARK003	CLARK BUILDERS	10/29/24	SCOTIA	PMCHQ00003163	\$844,476.57
90205	CLARKE005	CLARKE, MATTHEW	10/29/24	SCOTIA	PMCHQ00003163	\$28.99
90206	COFFEE001	THE COFFEE COURIER	10/29/24	SCOTIA	PMCHQ00003163	\$280.84
90207	DCJ001	DCJ PLUMBING & HEATING	10/29/24	SCOTIA	PMCHQ00003163	\$858.90
90208	DEAN001	DEANIE'S DJ SERVICE	10/29/24	SCOTIA	PMCHQ00003163	\$360.00
90209	DIGI002	DIGITAL POSTAGE ON CALL -90052	10/29/24	SCOTIA	PMCHQ00003163	\$5,250.00
90210	EAST001	EASTLINK	10/29/24	SCOTIA	PMCHQ00003163	\$182.81
90211	FENN006	FENNELL, BRADEN	10/29/24	SCOTIA	PMCHQ00003163	\$20.00
90212	FIREHALL001	FIREHALL BOOKSTORE	10/29/24	SCOTIA	PMCHQ00003163	\$797.58
90213	FLAG001	THE FLAG SHOP	10/29/24	SCOTIA	PMCHQ00003163	\$6,875.82
90214	FLEU002	FLEURY ENTERPRISES INC	10/29/24	SCOTIA	PMCHQ00003163	\$5,775.00
90215	FLOYD001	FLOYD, AARON	10/29/24	SCOTIA	PMCHQ00003163	\$72.91
90216	FOOD001	FOOD BANKS ALBERTA ASSOCIATION	10/29/24	SCOTIA	PMCHQ00003163	\$244.41
90217	FORT002	FORTIS ALBERTA INC.	10/29/24	SCOTIA	PMCHQ00003163	\$2,656.65
90218	GAULT002	GAULTIER, ALYSSA	10/29/24	SCOTIA	PMCHQ00003163	\$50.67
90219	GAVI001	GAVI, KADENCE	10/29/24	SCOTIA	PMCHQ00003163	\$25.00
90220	GELL001	GELLENY, ETHAN	10/29/24	SCOTIA	PMCHQ00003163	\$16.84
90221	GOVAB001	GOVERNMENT OF ALBERTA	10/29/24	SCOTIA	PMCHQ00003163	\$4,043.22
90222	HADL001	HADLEY, ASHER & ELLIOT'S CANDY	10/29/24	SCOTIA	PMCHQ00003163	\$1,575.00
90223	HAYD002	HAYDEN, LANCE	10/29/24	SCOTIA	PMCHQ00003163	\$55.41
90224	HOLL005	HOLLOWAY, LAUREEN	10/29/24	SCOTIA	PMCHQ00003163	\$25.00
90225	INSP001	THE INSPECTIONS GROUP INC.	10/29/24	SCOTIA	PMCHQ00003163	\$173,102.35
90226	ISL001	ISL ENGINEERING	10/29/24	SCOTIA	PMCHQ00003163	\$18,176.93
90227	JASON001	JASON THOMAS ENTERPRISES LTD.	10/29/24	SCOTIA	PMCHQ00003163	\$1,805.87
90228	JOHN020	JOHN, ASHLEY	10/29/24	SCOTIA	PMCHQ00003163	\$35.00
90229	K&C001	K & C GRAPHICS (2008) INC.	10/29/24	SCOTIA	PMCHQ00003163	\$80.33
90230	LAF001	LAFOUNTAIN, TAMMY	10/29/24	SCOTIA	PMCHQ00003163	\$25.97
90231	LANG011	LANG, TAPANGA	10/29/24	SCOTIA	PMCHQ00003163	\$199.94
90232	LAP001	LAPOINTE, SERENA	10/29/24	SCOTIA	PMCHQ00003163	\$356.07
90233	LEON001	LEONARD, SHANNON	10/29/24	SCOTIA	PMCHQ00003163	\$25.00
90234	LOBLAW001	LOBLAWS INC.	10/29/24	SCOTIA	PMCHQ00003163	\$3,393.74
90235	LOCAL001	LOCAL AUTHORITIES PENSION PLAN	10/29/24	SCOTIA	PMCHQ00003163	\$67,736.96
90236	LOCAL002	LOCAL AUTHORITIES PENSION PLAN	10/29/24	SCOTIA	PMCHQ00003163	\$1,022.70
90237	MARKS001	MARKET SOUND ENTERTAINMENT	10/29/24	SCOTIA	PMCHQ00003163	\$1,605.45
90238	MERL001	MERLIN SHREDDING INC	10/29/24	SCOTIA	PMCHQ00003163	\$735.00
90239	MICRO002	MICROSERVE, V8205	10/29/24	SCOTIA	PMCHQ00003163	\$4,352.40
90240	MIKE001	13457770 CANADA LTD	10/29/24	SCOTIA	PMCHQ00003163	\$106.68
90241	MVD001	MVD WHITECOURT	10/29/24	SCOTIA	PMCHQ00003163	\$20.00
90242	PICK003	PICKARD, TOM	10/29/24	SCOTIA	PMCHQ00003163	\$136.25
90243	PROD002	PRODANIUK, TINA	10/29/24	SCOTIA	PMCHQ00003163	\$810.15
90244	PUROLA001	PUROLATOR INC.	10/29/24	SCOTIA	PMCHQ00003163	\$345.10
90245	RECEIV001	RECEIVER GENERAL FOR CANADA	10/29/24	SCOTIA	PMCHQ00003163	\$141,791.37
90246	RORG001	RORY GARDINER	10/29/24	SCOTIA	PMCHQ00003163	\$1,140.00
90247	SCHW003	SCHWINDT, LYNDEN	10/29/24	SCOTIA	PMCHQ00003163	\$200.00
90248	SPERL001	SPERLING HANSEN ASSOCIATES	10/29/24	SCOTIA	PMCHQ00003163	\$765.45
90249	STAN001	STANTEC CONSULTING LTD.	10/29/24	SCOTIA	PMCHQ00003163	\$23,261.26
90250	STAPLES001	STAPLES #453 WHITECOURT	10/29/24	SCOTIA	PMCHQ00003163	\$153.26
90251	STJO002	ST. JOSEPH PARISH	10/29/24	SCOTIA	PMCHQ00003163	\$1,150.00
90252	STUCK004	STUCKLESS, SAMANTHA	10/29/24	SCOTIA	PMCHQ00003163	\$78.00
90253	SUPER006	SUPERIOR SAFETY CODES INC.	10/29/24	SCOTIA	PMCHQ00003163	\$3,508.67
90254	TELUS001	TELUS COMMUNICATIONS	10/29/24	SCOTIA	PMCHQ00003163	\$52.50
90255	TELUS002	TELUS MOBILITY INC.	10/29/24	SCOTIA	PMCHQ00003163	\$2,687.23
90256	THEB001	THEBEAU, KYLE	10/29/24	SCOTIA	PMCHQ00003163	\$532.25
90257	TODAY001	THE TODAY FAMILY VIOLENCE HELP	10/29/24	SCOTIA	PMCHQ00003163	\$29.02
90258	TOWN002	TOWN OF WHITECOURT	10/29/24	SCOTIA	PMCHQ00003163	\$1,664.20
90259	TRIGG003	TRIGG, BLAINE	10/29/24	SCOTIA	PMCHQ00003163	\$201.59
90260	ULINE001	ULINE CANADA CORPORATION	10/29/24	SCOTIA	PMCHQ00003163	\$1,987.89

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Town of Whitecourt

Page:2

User Date: 11/06/24

VENDOR CHEQUE REGISTER REPORT

User ID:STACY

* Voided Cheques

Payables Management

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
90261	VAN DER001	VAN DER MEER, CHERIE	10/29/24	SCOTIA	PMCHQ00003163	\$113.38
90262	WCTMIN001	WHITECOURT MINOR HOCKEY ASSOC	10/29/24	SCOTIA	PMCHQ00003163	\$6,322.47
90263	WCTSKA001	WHITECOURT SKATING CLUB	10/29/24	SCOTIA	PMCHQ00003163	\$1,677.53
90264	WHITECHMB001	CHAMBER OF COMMERCE	10/29/24	SCOTIA	PMCHQ00003163	\$100.00
90265	3C001	3C INFORMATION SOLUTIONS INC.	11/05/24	SCOTIA	PMCHQ00003164	\$1,386.00
90266	ABMUN002	ALBERTA MUNICIPAL HEALTH &	11/05/24	SCOTIA	PMCHQ00003164	\$1,580.99
90267	AUMABEN001	AUMA	11/05/24	SCOTIA	PMCHQ00003164	\$110,694.87
90268	BAKER005	TARA BAKER	11/05/24	SCOTIA	PMCHQ00003164	\$378.68
90269	CANN002	CANNIFF AND ASSOCIATES	11/05/24	SCOTIA	PMCHQ00003164	\$300.00
90270	CATER001	CATERING BY MAMA GRAY'S KITCHEN	11/05/24	SCOTIA	PMCHQ00003164	\$1,915.00
90271	CERT002	CERTIFIED TRACKING SOLUTIONS INC	11/05/24	SCOTIA	PMCHQ00003164	\$6.97
90272	CLARK003	CLARK BUILDERS	11/05/24	SCOTIA	PMCHQ00003164	\$1,604,639.30
90273	COFFEE001	THE COFFEE COURIER	11/05/24	SCOTIA	PMCHQ00003164	\$53.94
90274	FOX006	FOX, SUSANNE	11/05/24	SCOTIA	PMCHQ00003164	\$1,000.00
90275	FREDD003	FREDDY'S 2 FOR 1 PIZZA	11/05/24	SCOTIA	PMCHQ00003164	\$594.78
90276	GOVABLAND001	GOVERNMENT OF ALBERTA	11/05/24	SCOTIA	PMCHQ00003164	\$10.00
90277	GOVABSIU001	GOVERNMENT OF ALBERTA	11/05/24	SCOTIA	PMCHQ00003164	\$150.00
90278	HARP003	HARPER, AMANDA (EMMA)	11/05/24	SCOTIA	PMCHQ00003164	\$103.89
90279	JEON001	JEON, BEOMJUN	11/05/24	SCOTIA	PMCHQ00003164	\$218.51
90280	MACK010	MACKAY, KRISTA	11/05/24	SCOTIA	PMCHQ00003164	\$25.00
90281	MARTIN002	MARTINIUK, LISA	11/05/24	SCOTIA	PMCHQ00003164	\$88.58
90282	MARU002	MARUSYK, CORRINA	11/05/24	SCOTIA	PMCHQ00003164	\$146.77
90283	MOORE005	MOORE, BRIGETTE	11/05/24	SCOTIA	PMCHQ00003164	\$133.10
90284	MOUNTA002	322304 ALBERTA LTD.	11/05/24	SCOTIA	PMCHQ00003164	\$86.26
90285	PEMB006	PEMBINA WEST CO-OP	11/05/24	SCOTIA	PMCHQ00003164	\$28,135.29
90286	PROD002	PRODANIUK, TINA	11/05/24	SCOTIA	PMCHQ00003164	\$646.51
90287	PUROLA001	PUROLATOR INC.	11/05/24	SCOTIA	PMCHQ00003164	\$83.16
90288	RARI001	RARICK, JOLENE	11/05/24	SCOTIA	PMCHQ00003164	\$287.48
90289	REYN001	REYNOLDS MIRTH RICHARDS & FARM	11/05/24	SCOTIA	PMCHQ00003164	\$2,447.55
90290	RITZ0001	THE RITZ CAFE & MOTOR INN	11/05/24	SCOTIA	PMCHQ00003164	\$36.43
90291	ROYAL009	ROYAL CANADIAN LEGION BR. 44	11/05/24	SCOTIA	PMCHQ00003164	\$820.00
90292	SCHL001	DEREK SCHLOSSER/D SCHLOSSER PH	11/05/24	SCOTIA	PMCHQ00003164	\$2,062.75
90293	STAN001	STANTEC CONSULTING LTD.	11/05/24	SCOTIA	PMCHQ00003164	\$13,014.24
90294	STAPLES001	STAPLES #453 WHITECOURT	11/05/24	SCOTIA	PMCHQ00003164	\$39.88
90295	SUMM003	SUMMIT MEMORIALS LTD.	11/05/24	SCOTIA	PMCHQ00003164	\$824.25
90296	THEB001	THEBEAU, KYLE	11/05/24	SCOTIA	PMCHQ00003164	\$20.00
90297	TOMK001	TOMKOW, CATHY	11/05/24	SCOTIA	PMCHQ00003164	\$72.00
90298	VANH001	VAN HOUTTE COFFEE SERVICES INC	11/05/24	SCOTIA	PMCHQ00003164	\$244.01
90299	VIDAD001	VIDAD, RYAN	11/05/24	SCOTIA	PMCHQ00003164	\$89.25
90300	WHITECHMB001	CHAMBER OF COMMERCE	11/05/24	SCOTIA	PMCHQ00003164	\$500.00
90301	WHITECOMM001	WHITECOURT COMMUNICATIONS	11/05/24	SCOTIA	PMCHQ00003164	\$105.00
90302	WHITEPRES001	2100036 AB. LTD. O/A WHITECOURT	11/05/24	SCOTIA	PMCHQ00003164	\$669.35
90303	WHITEVET001	WHITECOURT VETERINARY	11/05/24	SCOTIA	PMCHQ00003164	\$6,015.03
90304	ABRFP001	ALBERTA ASSOCIATION OF RECREATION	11/06/24	SCOTIA	PMCHQ00003165	\$490.61
90305	ABSAW001	ALBERTA SAW & KNIFE LTD.	11/06/24	SCOTIA	PMCHQ00003165	\$283.50
90306	ALEX004	ALEXANDER CONTRACTING &	11/06/24	SCOTIA	PMCHQ00003165	\$3,057.86
90307	BLAIR003	BLAIR'S SEPTIC SERVICES	11/06/24	SCOTIA	PMCHQ00003165	\$357.00
90308	BRADS001	BRAD'S PICKER SERVICES LTD.	11/06/24	SCOTIA	PMCHQ00003165	\$556.50
90309	CARO001	CARO ANALYTICAL SERVICES	11/06/24	SCOTIA	PMCHQ00003165	\$953.40
90310	CHEM002	CHEM INTERNATIONAL O/A	11/06/24	SCOTIA	PMCHQ00003165	\$1,024.80
90311	CLEAR001	CLEAR TECH INDUSTRIES INC.	11/06/24	SCOTIA	PMCHQ00003165	\$4,851.97
90312	COMM005	COMMERCIAL AQUATIC SUPPLIES	11/06/24	SCOTIA	PMCHQ00003165	\$651.54
90313	CONT006	CONTECH ELECTRIC LIMITED	11/06/24	SCOTIA	PMCHQ00003165	\$2,756.25
90314	CRYS001	CRYSTAL GLASS LTD.	11/06/24	SCOTIA	PMCHQ00003165	\$372.65
90315	EAGLE001	EAGLE RIVER CHRYSLER LTD.	11/06/24	SCOTIA	PMCHQ00003165	\$471.17
90316	EDMTR002	EDMONTON TRAILER SALES & LEASING	11/06/24	SCOTIA	PMCHQ00003165	\$141.73
90317	ENVIRO003	ENVIRONMENTAL 360 SOLUTIONS (A	11/06/24	SCOTIA	PMCHQ00003165	\$2,071.92
90318	FAST001	FASTENAL CANADA	11/06/24	SCOTIA	PMCHQ00003165	\$38.89
90319	FIRST014	FIRST TRUCK CENTRE	11/06/24	SCOTIA	PMCHQ00003165	\$404.30
90320	GRANDW001	GRANDWEST ENTERPRISES INC	11/06/24	SCOTIA	PMCHQ00003165	\$2,353.28
90321	GREGG001	GREGG DISTRIBUTORS LP	11/06/24	SCOTIA	PMCHQ00003165	\$8,558.80
90322	GREY003	GREYSTONE ELECTRIC LTD.	11/06/24	SCOTIA	PMCHQ00003165	\$231.42
90323	HYDRO001	HYDRO PLUMBING & MECHANICAL	11/06/24	SCOTIA	PMCHQ00003165	\$5,460.55
90324	ICONIX001	ICONIX WATERWORKS LP	11/06/24	SCOTIA	PMCHQ00003165	\$2,680.52
90325	IDEAL001	IDEAL AUTOMOTIVE & IND. SUPPLY	11/06/24	SCOTIA	PMCHQ00003165	\$13,028.19
90326	INDEP001	INDEPENDENT SUPPLY COMPANY	11/06/24	SCOTIA	PMCHQ00003165	\$5,214.04
90327	INDUST001	INDUSTRIAL MACHINE INC.	11/06/24	SCOTIA	PMCHQ00003165	\$152.06
90328	INTEG004	INTEGRA TIRE	11/06/24	SCOTIA	PMCHQ00003165	\$352.80
90329	JOBS001	JOBSITE WORKWEAR WHITECOURT	11/06/24	SCOTIA	PMCHQ00003165	\$2,068.75
90330	JOE002	JOE JOHNSON EQUIPMENT INC.	11/06/24	SCOTIA	PMCHQ00003165	\$5,515.32
90331	KWMECH001	K.W. MECHANICAL	11/06/24	SCOTIA	PMCHQ00003165	\$469.69
90332	LAWS001	LAWSON PRODUCTS INC.	11/06/24	SCOTIA	PMCHQ00003165	\$313.70
90333	LIBE002	LIBERTY SECURITY SYSTEMS INC.	11/06/24	SCOTIA	PMCHQ00003165	\$525.00
90334	LIFE0001	LIFESAVING SOCIETY	11/06/24	SCOTIA	PMCHQ00003165	\$152.25
90335	LINDE001	LINDE CANADA INC.	11/06/24	SCOTIA	PMCHQ00003165	\$72.50
90336	MART003	HORIZON AG & TURF	11/06/24	SCOTIA	PMCHQ00003165	\$49.20

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Town of Whitecourt

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User Date: 11/06/24

VENDOR CHEQUE REGISTER REPORT

User ID:STACY

* Voiced Cheques

Payables Management

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
90337	MWG001	MWG APPAREL CORP.	11/06/24	SCOTIA	PMCHQ00003165	\$5,537.16
90338	NORT004	NORTHERN METALIC SALES	11/06/24	SCOTIA	PMCHQ00003165	\$7,210.72
90339	OAKCR001	OAK CREEK GOLF & TURF INC	11/06/24	SCOTIA	PMCHQ00003165	\$136.57
90340	RALCOM001	RALCOMM LTD.	11/06/24	SCOTIA	PMCHQ00003165	\$9,186.45
90341	SAFEW001	SAFEWAY CONSULTING SERVICES LT	11/06/24	SCOTIA	PMCHQ00003165	\$230.90
90342	SCHAF001	SCHAFFER'S CUSTOM WELDING LTD.	11/06/24	SCOTIA	PMCHQ00003165	\$3,574.55
90343	SCRE001	SCREAM'IN EAGLE SALES LTD.	11/06/24	SCOTIA	PMCHQ00003165	\$703.55
90344	SELECT003	SELECT ELECTRICAL ENTERPRISES	11/06/24	SCOTIA	PMCHQ00003165	\$2,389.81
90345	SHAW002	SHAW'S ENTERPRISES LTD.	11/06/24	SCOTIA	PMCHQ00003165	\$1,390.20
90346	STAR006	STARTEC REFRIGERATION SERVICES	11/06/24	SCOTIA	PMCHQ00003165	\$9,861.14
90347	SUPERI002	SUPERIOR PROPANE INC	11/06/24	SCOTIA	PMCHQ00003165	\$256.20
90348	TRIM002	TRIMLINE DESIGN LTD.	11/06/24	SCOTIA	PMCHQ00003165	\$67.20
90349	TROJAN003	TROJAN TECHNOLOGIES GROUP ULC	11/06/24	SCOTIA	PMCHQ00003165	\$7,241.35
90350	TYCO005	TYCO INTEGRATED FIRE & SECURIT	11/06/24	SCOTIA	PMCHQ00003165	\$2,089.88
90351	UNITED006	UNITED RENTALS OF CANADA INC.	11/06/24	SCOTIA	PMCHQ00003165	\$8.40
90352	UNL001	UNLEASHED FLAT ROOFING	11/06/24	SCOTIA	PMCHQ00003165	\$10,332.02
90353	VITA001	VITAL SIGNS & AUTOGRAPHICS	11/06/24	SCOTIA	PMCHQ00003165	\$340.20
90354	WCI001	WCI WHYTE COMMUNICATIONS INC.	11/06/24	SCOTIA	PMCHQ00003165	\$1,190.48
90355	WCTCOL001	WHITECOURT COLLISION CENTRE	11/06/24	SCOTIA	PMCHQ00003165	\$711.53
90356	WCTSTA002	WHITECOURT STATIONERY LTD	11/06/24	SCOTIA	PMCHQ00003165	\$716.19
90357	WEAR001	WEARPRO EQUIPMENT & SUPPLY LTD	11/06/24	SCOTIA	PMCHQ00003165	\$295.56
90358	WHITE002	WHITE ICE (1995) LTD.	11/06/24	SCOTIA	PMCHQ00003165	\$690.44
90359	WHITEFORD001	WHITECOURT FORD INC.	11/06/24	SCOTIA	PMCHQ00003165	\$660.47
90360	WOOD003	WOODLANDS COUNTY	11/06/24	SCOTIA	PMCHQ00003165	\$4,013.51

Total Cheques: 169

Total Amount of Cheques: \$3,260,860.13

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ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

DATE RECEIVED
OCT 29 2024
TOWN OF WHITECOURT

October 23, 2024

AR116802

His Worship Tom Pickard
Mayor
Town of Whitecourt
Box 509
Whitecourt AB T7S 1N6

Reeve David Kusch
Woodlands County
Box 60
Whitecourt AB T7S 1N3

Dear Mayor Pickard and Reeve Kusch:

Thank you for the letter of October 2, 2024, submitted by your chief administrative officers notifying me of the adoption of your Intermunicipal Collaboration Framework retroactive to January 1, 2020.

I am pleased to see that both the Town of Whitecourt and Woodlands County have come to agreement on providing services that are of benefit to residents in both municipalities. I realize this was not an easy process for your communities.

I encourage you to continue to work collaboratively in the future for the benefit of your municipalities and all residents.

As you know, the ministry intends to enhance the legislative provisions regarding Intermunicipal Collaboration Frameworks in the near future. I appreciate that you were candid in sharing your experience through this process. If you have further questions or require additional supports, please contact our program staff at icf@gov.ab.ca or toll-free by dialing 310-0000, then 780-427-2225 to speak to a municipal collaboration advisor.

Sincerely,

Ric McIver
Minister

cc: Martin Long, MLA, West Yellowhead
Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock
Brandy Cox, Deputy Minister, Municipal Affairs
Peter Smyl, Chief Administrative Officer, Town of Whitecourt
Paul Benedetto, Interim Chief Administrative Officer, Woodlands County
Gary Sandberg, Assistant Deputy Minister, Municipal Services Division, Municipal Affairs

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550



TOWN OF YUBETSU

Yubetsu Board of Education
Sakaemachi 219-1, Yubetsu, Monbetsu-gun,
Hokkaido 099-6404 JAPAN
Phone:81-1586-5-3143 Fax:81-1586-5-3710

October 28, 2024

Mayor Tom Pickard
Town of Whitecourt
5004 52 Ave
Whitecourt AB
T7S 1N6
Canada

Dear Mayor Pickard

We hope that you are well and in good health. We would like to thank you for warmly welcoming our students and chaperons to Whitecourt. All of them came home full of happy memories.

Last week, the students had a presentation about their trip to Canada. They shared their valuable memories in Whitecourt to their families and the townspeople in English. All of our students stated that their best moment was the time with their host families. They stayed happily with their host families and bonded together for an unforgettable week. They were saying that they want to meet their host families again.

In addition, you were able to meet our students in your police uniform and told them that they were special, which made them very happy. Thank you for your thoughtfulness.

Please convey our appreciation to Kelly Sadoway and Andrew Malmquist for giving the chaperons a tour. Lastly, we would like to convey our appreciation to the town council members and the town staff for taking care of the group. We wish you, your family and Whitecourt continued happiness and prosperity.

Tomoyuki Karita
Mayor

Tsutomu Abe
Superintendent



October 30, 2024

The Honourable Danielle Smith
Premier of Alberta
Office of the Premier
Room 307, Legislature Building
10800 – 97 Avenue
Edmonton, Alberta T5K 2B6

Dear Premier,

Re: Impact of changes to Grants in Place of Taxes (GIPOT)

As requested, I am writing to inform you of the impact changes to Grants in Place of Taxes (GIPOT) has had on the Town of Whitecourt.

As outlined in the chart below, our municipality has had to recoup a total of \$267,822 over the last five years from other taxpayers due to the changes made by the Province to GIPOT.

Year	Total Eligible Property Taxes for Provincial Properties	Amount Written Off Due to GIPOT Underfunding	Portion Written Off
2019	\$ 95,933	\$ 23,983	25%
2020	\$109,903	\$ 54,951	50%
2021	\$116,610	\$ 58,305	50%
2022	\$124,560	\$ 62,280	50%
2023	\$136,606	\$ 68,303	50%
	\$583,612	\$267,822	45%

While we understand the current provincial budget provided an increase to GIPOT funding, this increase remains well below previous funding levels (2016), placing an unfair and disproportionate burden on local taxpayers for the municipal services provided to provincial properties.

Respectfully,

Tom Pickard
Mayor

cc: Honourable Ric McIver, Minister of Municipal Affairs
Mr. Martin Long, MLA, West Yellowhead
Mr. Tyler Gandam, President, Alberta Municipalities



Office of the Mayor

5004 52 Avenue, Box 509, Whitecourt AB T7S 1N6

Phone / 780.778.2273 Fax / 780.778.4166

www.whitecourt.ca

PRESS RELEASE

OCTOBER 24, 2024

TRUNK OR TREAT IS COMING TO DOWNTOWN WHITECOURT OCTOBER 26

Trunk or Treat, hosted by the Whitecourt & District Chamber of Commerce, is scheduled for Saturday, October 26 from 12 noon to 3:00pm in downtown Whitecourt.

To accommodate the event, the following roads in the downtown area will be closed from 9:00am to 4:00pm on October 26:

- 49 Street between 50 Avenue and 52 Avenue;
- 51 Avenue between 49 Street to 50 Street.

Motorists are asked to use alternate routes in the area, and obey all posted signs and barricades.

For more information, follow the Whitecourt & District Chamber of Commerce's Facebook page.

For more information, please contact:

Tara Gallant
Legislative Manager
Town of Whitecourt
taragallant@whitecourt.ca



5004 52 Avenue, Box 509, Whitecourt AB T7S 1N6

Phone / 780.778.2273 Fax / 780.778.2062

www.whitecourt.ca

PRESS RELEASE

OCTOBER 29, 2024

WHITECOURT TOWN COUNCIL UPDATE

Whitecourt Town Council made a number of public appointments to Council Committees at last night's Regular Meeting as part of the annual recruitment campaign. To everyone that submitted applications for Council Committees, thank you for your commitment and willingness to serve our community!

Whitecourt Town Council received a quarterly financial report that includes an operating report, and information on key accomplishments, innovations and efficiencies realized by the Town of Whitecourt up to the end of September. Council also had the opportunity to review the 2024 Project List. Both reports are available for viewing on www.whitecourt.ca.

Council has adopted the 2025 Whitecourt Economic Development & Tourism Strategic Plan. The Plan identifies priorities over the next year, and outline how resources will be used to meet goals. The Plan is available to view on www.whitecourt.ca.

The Whitecourt & District Chamber of Commerce is hosting the Christmas Is For Kids event on November 30. To accommodate the event, the 52 Avenue parking lot will be closed from 10am to 3pm that day. For details on the event, follow the [event page on Facebook](#).

For more information, please contact:
Tara Gallant, Legislative Manager
Town of Whitecourt
taragallant@whitecourt.ca



5004 52 Avenue, Box 509, Whitecourt AB T7S 1N6

Phone /780.778.2273 Fax /780.778.2062

www.whitecourt.ca

October 2024

October 2024							November 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
Sep 29	30	Oct 1 7:00pm ICF Signing (County Council Office) - Wendy 7:30pm Dedication of Bruce Parrent Fire	2	3	4	5	
6	7 8:30am CRAA Executive Bi-Weekly (Microsoft) 10:00am RMA District 3 Presentation (Royal) 4:00pm Special Meeting	8 6:00pm RHPAP Room Reservation (Wainwright) - Wendy Davidson	9 AFPA AGM and Conference (Banff Springs Hotel) RHPAP (Wainwright) - Wendy Davidson 5:00pm Check in to Banff Springs (405)		10	11	12
13	14 Thanksgiving Day - Canada	15 1:30pm Economic Development Committee Regular 4:00pm Council (FIC) - Wendy Davidson	16 1:15pm Whitecourt Regional Landfill Q&A (Town) 2:00pm Whitecourt Regional Solid Waste	17 1:00pm Meeting with MP Arnold Vierson	18	19 5:00pm Fire Department Awards Night (St. Jo's Parish Hall) - Wendy Davidson	
20	21 8:30am CRAA Executive 1:30pm AAPG Police 2:00pm FW: FW: 2:00pm CRAA Meeting 4:00pm Policies &	22	23 2:30pm Canada West Foundation and Community Rail Advocacy Alliance (https://us02web.zoo)	24	25 7:30am Green Gables Breakfast (Microsoft) 1:30pm SVL Birthdays (SV Lodge) - Wendy 6:00pm Small Business	26	
27	28 8:00am CRAA All-Member Meeting (Microsoft Teams) 4:00pm Council (FIC) - Wendy Davidson	29 3:00pm CEC Site Visit (Clark Builders Site TRailer) - Chelsea Grande	30	31	Nov 1	2	

November 2024

November 2024							December 2024							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
	3	4	5	6	7	1	2	1	2	3	4	5	6	7
10	11	12	13	14	15	8	9	8	9	10	11	12	13	14
17	18	19	20	21	22	23	24	15	16	17	18	19	20	21
24	25	26	27	28	29	30		22	23	24	25	26	27	28
								29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 27	28	29	30	31	Nov 1	2
3	4 8:30am Canceled: CRAA Executive Bi-Weekly 12:00pm CRAA + CN 1:00pm FW: FW: Rail 1:00pm Meeting with	5	6	7	8 NAEL (Grimshaw)	9
10	11 10:00am Wreath (AJMC)	12 4:00pm Council (FIC) - Wendy Davidson	13 6:00pm Chamber Member Mixer (Green Gables) - Wendy Davidson	14 7:00pm Volunteer Appreciation Night 7:00pm Volunteer Appreciation Night (Golf Course) -	15	16 5:15pm Christmas Tree Light Up - in support of Whitecourt Food 5:30pm Christmas Parade (Festival Park)
17	18 8:30am CRAA Executive Bi-Weekly (Microsoft Teams Meeting) - 4:00pm Policies & Priorities (Large	19 1:30pm Economic Development Committee Regular Meeting (Town Large Board Room) -	20	21	22	23
24	25 4:00pm Council (FIC) - Wendy Davidson	26	27 12:00pm FW: Health Professionals Attraction & Retention Committee Meeting (Town Large	28	29 7:30am Green Gables Breakfast (Microsoft Teams Meeting) - 1:30pm SVL Birthdays (SV Lodge) - Wendy	30

October 2024

October 2024							November 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
6	7	1	2	3	4	5	3	4	5	6	7	1	2
13	14	8	9	10	11	12	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 29	30	Oct 1 7:00pm ICF Signing (Woodlands Office) 8:00pm Bruce Parrent Training Grounds Dedication	2	3	4	5
6	7 1:00pm Voyageur Event (Ft. Assiniboine) 4:00pm Special Meeting of Council (FIC)	8 7:00pm Community Services Advisory Board (DS) (AJMC Board Room)	9 11:30am Chamber of Commerce (TB) (Casino)	10 4:00pm MPC (BL, DS) 7:00pm Hilltop Awards Night (DS)	11	12
13	14	15 12:00pm Eagle Tower (TB) (Provincial) 1:30pm EDC (PC, BL, TP) (Large Board Room) 4:00pm Council Meeting	16 2:00pm WRSWMA (TP, PC, BL)	17 12:00pm CRASC (PC) (Chateau Louis) 1:00pm CFYE (SL) 7:00pm CSAB (DS) Special Budget	18 5:00pm Pub Foods with the Dudes (Sagittawah Brewery)	19 6:00pm Fire Department Banquet (St. Joseph Hall)
20	21 4:00pm Policies & Priorities Committee Meeting (Large Boardroom Town Office)	22 5:30pm Library (SL) (Library)	23	24	25 6:00pm Small Business Week (Whitecourt Golf & Country Club)	26
27	28 4:00pm Council Meeting (FIC)	29	30	31	Nov 1	2

November 2024

November 2024						December 2024							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2	1	2	3	4	5	6	7
10	11	12	13	14	15	16	8	9	10	11	12	13	14
17	18	19	20	21	22	23	15	16	17	18	19	20	21
24	25	26	27	28	29	30	22	23	24	25	26	27	28
							29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 27	28	29	30	31	Nov 1	2
3	4	5	6	7	8	9
10	11	12 4:00pm Council Meeting (FIC) 7:00pm Community Services Advisory Board (DS) (AJMC)	13	14 4:00pm MPC (BL, DS) 7:00pm Volunteer Appreciation Night (Golf Course)	15	16
17	18 4:00pm Policies & Priorities Committee Meeting (Large Boardroom Town Office)	19 1:30pm EDC (TP, PC, BL) (Town Office) 5:30pm Library - SL (Library)	20	21 1:00pm CFYE (SL)	22	23
24	25 4:00pm Council Meeting (FIC)	26	27 12:00pm HPARC (DS) (Town Office)	28 4:00pm MPC (BL, DS)	29	30