

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
of the Town of Whitecourt**

held on Monday, September 9, 2024 at the Forest Interpretive Centre

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

Call to Order & Mayor's Address: The Meeting was called to order at 4:12pm; Mayor Pickard presiding. Mayor Pickard acknowledged Fire Chief Wynn, who had announced his retirement from the Town for December 2024. The Mayor noted that Chief Wynn has served the community through the Fire Department since 1993, serving as Fire Chief since 2013. He had been instrumental in bringing FireSmart to the community and the Mayor thanked him for his years of service and extended congratulations on his retirement.

Adoption of Agenda: 24-263 Moved by Councillor Lanctot  
That the Agenda be adopted as amended by changing Councillor Baker to Deputy Mayor Baker.  
- CARRIED UNANIMOUSLY.

Minutes from the August 20, 2024 Regular Meeting: 24-264 Moved by Councillor Lapointe  
That the Minutes from the August 20, 2024 Regular Meeting be adopted as presented.  
- CARRIED UNANIMOUSLY.

Public Input Session: There were no members of the public wishing to make a presentation.

Forest Resource Improvement Association of Alberta (FRIAA) – FireSmart Program – Non-Vegetation Management  
The Chief Administrative Officer reported that the Forest Resource Improvement Association of Alberta (FRIAA) was requesting proposals for non-vegetation management disciplines in the FireSmart program and introduced the Director of Community Safety. The Director noted that projects could cover planning, public education, interagency cooperation and cross-training, legislation, and development.  
24-265 Moved by Councillor Baker  
That Council support the Town of Whitecourt FireSmart Program, Non-Vegetation Management Project Proposal to the Forest Resource Improvement Association of Alberta (FRIAA).  
- CARRIED UNANIMOUSLY.

Bruce Parrent Fire Training Grounds: The Chief Administrative Officer stated that the Fire Department was planning the dedication of the Fire Training Grounds, to honour former Fire Chief Bruce Parrent, on October 1 and introduced the Director of Community Safety. The Director noted that Chief Parrent had been a key proponent in bringing NFPA 1001 to Whitecourt, providing a long history of training excellence in our community.  
24-266 Moved by Councillor Schlosser  
That Council be authorized to attend the unveiling of the Bruce Parrent Fire Training Grounds signage on Tuesday, October 1, 2024.  
- CARRIED UNANIMOUSLY.

Meeting Invite with RCMP Commanding: The Chief Administrative Officer noted that an invitation has been extended for Council to meet with the new RCMP “K” Division Commander during the Alberta Municipalities Convention and introduced the Director of Community Safety.

Officer – “K”  
Division:

24-267 Moved by Councillor Lapointe

That Council meet with the RCMP Commanding Officer of “K” Division and his Leadership Team to discuss partnerships while attending the Alberta Municipalities Convention.

- CARRIED UNANIMOUSLY.

Yubetsu Visit:

The Chief Administrative Officer stated that a delegation from Whitecourt’s twin town, Yubetsu, would be arriving in Whitecourt on September 24, and introduced the Director of Community Services. The Director advised that events have been planned for the delegates, including a celebratory dinner September 30 to which Council is invited.

24-268 Moved by Councillor McAree

That Council be authorized to attend the Celebration Dinner on September 30 and the delegation welcome on September 24, 2024.

- CARRIED UNANIMOUSLY.

2024 Whitecourt  
Career & Education  
Expo/Job Fair:

The Chief Administrative Officer noted that the Career & Education Expo/Job Fair was scheduled for September 26 and introduced the Economic Development Officer. The Officer stated that the Expo will be celebrating its 10<sup>th</sup> Anniversary and that additional funding received will allow for a “Test Drive A Career” exhibit.

24-269 Moved by Councillor Baker

That Council accept the Whitecourt Career and Education Expo/Job Fair as information.

- CARRIED UNANIMOUSLY.

2024 Small  
Business Week:

The Chief Administrative Officer stated that Small Business Week was scheduled for October 20 – 26, with various events scheduled to support and celebrate small business, and introduced the Economic Development Officer. The Officer stated that funding provided through partnerships will allow a Strength Deployment Inventory Training workshop for a reduced price.

24-270 Moved by Councillor Schlosser

That Council accept the 2024 Small Business Week item as information and be authorized to attend the Small Business Appreciation Night on Friday, October 25, 2024.

- CARRIED UNANIMOUSLY.

2023 Municipal  
Indicators:

The Chief Administrative Officer noted that Alberta Municipal Affairs annually prepares a Municipal Indicators Dashboard to provide financial and governance indicators compared to predetermined performance measure benchmarks and introduced the Director of Corporate Services. The Director noted that although the Investment in Infrastructure did not meet thresholds, the development of the Culture & Events Centre and other projects would allow the municipality to meet that level in the future.

Councillor Chauvet arrived at the meeting. Time 4:30pm.

24-271 Moved by Councillor Lanctot

That Council accept the 2023 Municipal Indicators as information.

- CARRIED UNANIMOUSLY.

Whitecourt Fire Department Awards Night:

The Chief Administrative Officer noted that the Whitecourt Fire Department was hosting its annual awards night on October 19.

24-272 Moved by Councillor Lapointe

That Council Members be authorized to attend the Whitecourt Fire Department Awards Night on October 19, 2024.

- CARRIED UNANIMOUSLY.

Request for Street Closure – Trunk or Treat:

The Chief Administrative Officer noted that a request was received requesting a street closure for the Whitecourt & District Chamber of Commerce annual Trunk or Treat Event.

24-273 Moved by Councillor McAree

That Council authorize the closure of 49 Street from 50 Avenue to 52 Avenue; and 51 Avenue from 49 Street to 50 Street, to accommodate the Whitecourt & District Chamber of Commerce Trunk or Treat event on October 26, 2024, from 9:00am to 4:00pm.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Lanctot reported that he attended a Council Compensation Committee meeting, the Joint Use Planning Agreement signing with the School Boards and Woodlands County, a Municipal Planning Commission meeting, and the Martin Long Golf Tournament.

Councillor Schlosser also attended the Joint Use Planning Agreement signing with the School Boards and Woodlands County, along with a meeting for the Municipal Planning Commission.

Councillor Lapointe reported that she attended the Martin Long Golf Tournament.

Councillor Chauvet reported that he attended the Joint Use Planning Agreement signing with the School Boards and Woodlands County, and the Martin Long Golf Tournament.

Deputy Mayor Baker reported that she attended the Joint Use Planning Agreement signing with the School Boards and Woodlands County, the Martin Long Golf Tournament, and the Grand Opening of The Turn Indoor Golf facility.

Mayor Pickard reported that he attended several meetings for the Community Rail Advocacy Alliance, the Council Compensation Committee, and the Moose Country Grand Re-Opening/25 Anniversary Celebration.

24-274 Moved by Councillor Schlosser

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of Information:

24-275 Moved by Councillor Chauvet

That the following items be accepted as information:

- a) Town Accounts – Cheques 89375 – 89578;
- b) August 9, 2024 – Alberta Municipal Affairs Letter re 2025 Fire Services Training Program Grant;
- c) Town of Whitecourt 2024 Press Releases:
  - i. August 22 – Whitecourt Town Council Update;

- ii. August 22 – Summer Street Fest Coming to Downtown Whitecourt August 10;
- d) Woodlands County 2024 Press Releases:
  - i. August 16 – Woodlands County Council Recap – August 14;
- e) Mayor’s Calendar; and
- f) Council Calendar.

- CARRIED UNANIMOUSLY.

The meeting recessed. Time 4:45pm.

The meeting reconvened. Time 4:51pm.

24-276 Moved by Councillor Chauvet

That Council go into Closed Meeting to discuss Intermunicipal Collaboration Framework per Section 21 of the Freedom of Information and Protection of Privacy (FOIP) Act. Time 4:52pm.

- CARRIED UNANIMOUSLY.

24-277 Moved by Councillor Schlosser

That Council revert to Regular Meeting. Time: 5:03pm.

- CARRIED UNANIMOUSLY.

24-278 Moved by Councillor Lanctot

That Council accept the Intermunicipal Collaboration Framework as information.

- CARRIED UNANIMOUSLY.

Intermunicipal  
Collaboration  
Framework:

24-279 Moved by Councillor Chauvet

That the Regular Meeting of Council be adjourned. Time: 5:04pm.

- CARRIED UNANIMOUSLY.

Adjournment:

T. Pickard  
Mayor

P. Smyl  
Chief Administrative Officer