

MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Whitecourt
held on Monday, September 23, 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 4:00pm; Mayor Pickard presiding.
Adoption of Agenda:	<p><u>24-280 Moved by Councillor McAree</u></p> <p>That the Agenda be adopted as presented.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Minutes from the September 9, 2024 Public Hearing:	<p><u>24-281 Moved by Councillor Schlosser</u></p> <p>That the Minutes from the September 9, 2024 Public Hearing be adopted as presented.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Minutes from the September 9, 2024 Regular Meeting:	<p><u>24-282 Moved by Councillor Lanctot</u></p> <p>That the Minutes from the September 9, 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.
2025 Budget Public Input Session:	<p>Terriann Masse of 41 Ravine Drive, and representing the Whitecourt & District Chamber of Commerce, requested that Council consider collaborating on an LED sign along Highway 43 that would advertise community events.</p> <p><u>24-283 Moved by Councillor Schlosser</u></p> <p>That the Budget Public Input Session be accepted as information.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
2024 Family Violence Prevention Month Update:	<p>The Chief Administrative Officer noted that November is Family Violence Prevention Month and introduced the Director of Community Services. The Director noted that a variety of events in both October and November have been planned to highlight the importance of changing attitudes and behaviours to address and reduce instances of family violence in the community.</p> <p><u>24-284 Moved by Deputy Mayor Baker</u></p> <p>That Council authorize a Council member to deliver the opening remarks at the Family Violence Initiative Gala, authorize members to attend the Pub Foods with the Dudes event and the Family Violence Initiative Gala, and recognize November as Family Violence Prevention Month as per Policy 11-008 – Salutes of Special Days.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Housing Accelerator Fund	The Chief Administrative Officer introduced the Director of Community Services to provide an update on the Housing Accelerator Fund Action Plan. The Director noted

Action Plan –
Round 2:

that additional funding had been announced for the program and the Town was able to submit a second round application.

24-285 Moved by Councillor Schlosser

That Council approve the Housing Accelerator Fund Action Plan.

- CARRIED UNANIMOUSLY.

McLeod Arena Roof
Upgrade:

The Chief Administrative introduced the Director of Community Services to present results of the Request for Proposals for the McLeod Arena Roof Upgrade. The Director advised that completion of the roof would enhance energy savings and installation would take approximately six weeks.

24-286 Moved by Councillor Lanctot

That Council award the McLeod Arena Roof Upgrade to Tru-West Company Ltd. for \$347,800, with GST included.

- CARRIED UNANIMOUSLY.

Bylaw 1577-1 – D-
C1 Direct Control 1
– The Meadows
Manufactured
Home Park Land
Use District:

Councillor Chauvet abstained from discussing and voting on Bylaw 1577-1 as he was not present at the Public Hearing.

The Chief Administrative Officer introduced the Director of Planning and Development and Planner to review an application to amend the Land Use Bylaw. The Planner advised that a Public Hearing had been held for the proposed bylaw amendment, which would see a change in the housing types permitted in Land Use District D-C1.

24-287 Moved by Deputy Mayor Baker

That Bylaw 1577-1 be given first reading.

- CARRIED UNANIMOUSLY.

24-288 Moved by Councillor Lapointe

That Bylaw 1577-1 be given second reading.

- CARRIED UNANIMOUSLY.

24-289 Moved by Councillor McAree

That Council proceed to third and final reading of Bylaw 1577-1.

- CARRIED UNANIMOUSLY.

24-290 Moved by Councillor Lanctot

That Bylaw 1577-1 be given third and final reading.

- CARRIED UNANIMOUSLY.

2025 Power
Franchise Fee:

The Chief Administrative Officer noted that further to the Policies and Priorities Committee meeting, a recommendation to increase the Power Franchise Fees was proposed and introduced the Director of Corporate Services. The Director noted that no changes were being proposed to the gas franchise fee and that a Council workshop would be scheduled at a later date to discuss the next five year plan for Gas and Power Franchise Fees.

24-291 Moved by Councillor Lanctot

Intermunicipal
Collaboration
Framework
Agreement:

That Council accept the recommendation from the Policies and Priorities Committee to approve a 0.87% increase to the 2024 franchise fee rate of 4.47%, and set the Power Franchise Fee Rate for 2025 at 5.34% as of January 1, 2025.

- CARRIED UNANIMOUSLY.

The Chief Administrative Officer stated that Administration was bringing forward the Intermunicipal Collaboration Framework Agreement for approval by Council. He noted that following the decision from the Judicial Review, an amendment was made regarding the library; however, that the remainder of the agreement followed the arbitrator’s decision.

24-292 Moved by Councillor Schlosser

That Council adopt the Intermunicipal Collaboration Framework (ICF) Agreement between Woodlands County and the Town of Whitecourt as presented; and, that Council members be authorized to attend the joint ICF Agreement signing ceremony with Woodlands County.

- CARRIED UNANIMOUSLY.

Code of Conduct
Bylaw 1579:

The Chief Administrative Officer noted that further to review by the Policies and Priorities Committee, the Council Code of Conduct Bylaw was being brought forward for adoption.

24-293 Moved by Councillor Lapointe

That Bylaw 1579 be given first reading.

- CARRIED UNANIMOUSLY.

24-294 Moved by Councillor Chauvet

That Bylaw 1579 be given second reading.

- CARRIED UNANIMOUSLY.

24-295 Moved by Deputy Mayor Baker

That Council proceed to third and final reading of Bylaw 1579.

- CARRIED UNANIMOUSLY.

24-296 Moved by Councillor Lanctot

That Bylaw 1579 be given third and final reading.

- CARRIED UNANIMOUSLY.

Council
Committees
Evaluation:

The Chief Administrative Officer noted that Council completes an annual review of Council Committees and introduced the Manager of Legislative Services to review suggested amendments to the policy and bylaw.

24-297 Moved by Deputy Mayor Baker

That Council accept the recommendation of the Policies and Priorities Committee and adopt Policy 11-003 – Governance and Appointments of Council Committees, Ad Hoc Committees, and External Committees.

- CARRIED UNANIMOUSLY.

24-298 Moved by Councillor Schlosser

That Bylaw 1570-2 be given first reading.

- CARRIED UNANIMOUSLY.

24-299 Moved by Councillor McAree

That Bylaw 1570-2 be given second reading.

- CARRIED UNANIMOUSLY.

24-300 Moved by Councillor Chauvet

That Council proceed to third and final reading of Bylaw 1570-2.

- CARRIED UNANIMOUSLY.

24-301 Moved by Deputy Mayor Baker

That Bylaw 1570-2 be given third and final reading.

- CARRIED UNANIMOUSLY.

2025 Council
Planning Session:

The Chief Administrative Officer stated that the Council Planning Session was being planned for January 23 – 25, 2025, with a new consultant engaged to develop a revised Strategic Plan. He noted that Council would be required to complete a pre-session survey to help identify local issues/trends and develop the agenda for the Planning Session.

24-302 Moved by Deputy Mayor Baker

That Council schedule the 2025 Council Planning Session for January 23 – 25, 2025, and approve an honorarium for pre-session preparation.

- CARRIED UNANIMOUSLY.

Appointment of
Deputy Mayor:

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

24-303 Moved by Mayor Pickard

That Council appoint Councillor Bill McAree to serve as Deputy Mayor from November 1, 2024 – February 28, 2025.

- CARRIED UNANIMOUSLY.

Request for Street Closure:

The Chief Administrative Officer informed Council that the Whitecourt & District Chamber of Commerce was planning the annual Santa Claus Parade on November 16 and was requesting closure of streets to accommodate the event.

24-304 Moved by Councillor Chauvet

That Council approve the following closures for the annual Santa Claus Parade on Saturday, November 16, 2024 as follows:

- Streets as per the approved and alternate parade route between 5:15 – 6:45pm, per Policy 31-005 Parade/Procession/ Demonstration/Events; and
- The extension of 50 Street into Festival Park, west to 51 Street; and
- The Festival Park parking lot between 4:00 – 7:00pm; and
- The 52 Avenue Parking Lot from 5:15 – 6:45pm; and

That the Town provide the fire pits to the 52 Avenue Parking Lot.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Lanctot reported that he attended the Economic Development Committee Strategic Planning Session, and meetings for the Municipal Planning Commission and Protective Services Committee.

Councillor Schlosser attended a meeting with the Whitecourt & District Heritage Society.

Councillor Lapointe reported that she attended the Subdivision and Development Appeal Board refresher training, and meetings for the Policies and Priorities Committee and Whitecourt Library Board.

Councillor McAree attended the Protective Services Committee meeting.

Councillor Chauvet reported that he attended the Economic Development Committee Strategic Planning Session, a Golden Triangle Partnership meeting, and the Subdivision and Development Appeal Board refresher training.

Deputy Mayor Baker reported that she attended a FireSmart Working Group meeting, an Eagle Tower Victim Services meeting, a Performing Arts Committee meeting, and the Subdivision and Development Appeal Board refresher training. The Deputy Mayor also made two National Coaches' Appreciation presentations.

Mayor Pickard reported that he attended the Chamber of Commerce meeting, the Health Professionals Attraction & Retention Committee barbecue, the Wolverines home opener, made some National Coaches' Appreciation presentations; attended the Spruceview Lodge Birthday Tea, and meetings for the Canadian Rail Alliance Authority.

24-305 Moved by Councillor Schlosser

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of Information:

24-306 Moved by Councillor Chauvet

That the following items be accepted as information:

- a) Town Accounts – Cheques 89579 – 89774 (Council Members to contact the Director of Corporate Services prior to Regular Meeting with any questions regarding Town accounts);

- b) September 17, 2024 Letter to Woodlands County re Joint Liaison Committee Meeting Request;
- c) Council Committee Recruitment Info Session – October 9, 2024;
- d) Town of Whitecourt 2024 Press Releases:
 - i. September 10 – Whitecourt Town Council Update;
- e) Woodlands County 2024 Press Releases:
 - i. September 17 – Woodlands County Council Recap – September 11;
- f) Mayor’s Calendar; and
- g) Council Calendar.

- CARRIED UNANIMOUSLY.

Adjournment:

24-307 Moved by Deputy Mayor Baker

That the Regular Meeting of Council be adjourned. Time: 4:54pm.

- CARRIED UNANIMOUSLY.

T. Pickard

Mayor

P. Smyl

Chief Administrative Officer