

Town of Whitecourt
AGENDA
REGULAR MEETING OF COUNCIL
Monday, December 16, 2024 at 4:00pm
Forest Interpretive Centre Council Chambers

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

1. Call to Order and Mayor's Address:
2. Adoption of Agenda:
3. Minutes from the November 25, 2024 Public Hearing:
4. Minutes from the November 25, 2024 Regular Meeting of Council:
5. Minutes from the December 11, 2024 Special Meeting of Council:
6. Public Input Session:
7. Pierce Aerial Pumper (Tower 1) – Woodlands County 2025 Usage:
8. Automated Traffic Enforcement Update:
9. Community Fireguard Stumping & Debris Disposal Contract Award:
10. Rotary Club Request – Peace Pole at Festival Park:
11. Bylaw 1581 to Rescind Bylaw 1421 and Bylaw 1577-2 to Rezone Part of NE 26-59-12-W5:
12. Blueberry Drive Traffic Speeds and Volumes:

13. Request for Street Lights at Highway 43 and 33 Street:

14. 2025 Interim Budget:

15. Bylaw 1551-13 – Fees, Rates and Charges:

16. Councillor Reports:

17. Items of Information:

18. Intermunicipal Collaboration Framework (Closed Meeting):
(Section 21 of the Freedom of Information and Protection of Privacy (FOIP) Act)

19. Adjournment:

MINUTES OF THE PUBLIC HEARING OF COUNCIL
of the Town of Whitecourt
held on Monday, November 25, 2024 at the Forest Interpretive Centre

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

Call to Order: The Meeting was called to order at 4:00pm; Mayor Pickard presiding.

Appointment of Chair: 24-372 Moved by Councillor Schlosser

That Mayor Pickard be appointed as Chair of the Public Hearing.

- CARRIED UNANIMOUSLY.

Address from the Chair: The Chair reviewed procedures for the public to address Council. The Chair asked to hear from the Planning & Development Department. The Director introduced the Planner and also noted that Darren Young from ISL was in attendance, representing the applicant.

The Planner advised that the application involves two bylaws; the first to rescind the Downtown South Area Structure Plan; and the second bylaw to change the zoning for a portion of NE 26-59-12-W5 from C-1 Core Commercial - Downtown and R-4 High Density Residential to UD-F Future Urban Development. The Planner noted that approximately 50% of the area covered under the Area Structure Plan (ASP) has been developed. Coupled with changing market conditions, the applicant has indicated that the current ASP is no longer feasible for the remainder of the property in light of challenges to development, including drainage issues, high water tables and substantial stripping and fill needed for construction. The Planner noted that if the ASP were to be rescinded, the Municipal Development Plan would guide development in the area, which would allow for Mixed Use Commercial. With regard to roadways, the Planner noted that the proposed roads are registered road allowances, and that removing a road allowance is a separate process that would require its own Public Hearing. Timing and requirements to construct the remaining roadways would be determined by any new development in the area, as required, or by Council through the development agreement with the Downtown South Developer.

The applicant's proposal to amend the Land Use Bylaw zoning for the vacant parcel south of 47 Avenue to UD-F would result in a neutral zoning on the property to reserve it for future development. This parcel would require rezoning before it can be developed.

The Planner advised that the proposed amendments were circulated to all property owners within the area, stakeholders, and utility companies. No concerns were expressed by stakeholders or utility companies; or from others notified. Notification was posted to the Town website, and advertised in the local paper on November 13 and 20, 2024. The Municipal Planning Commission reviewed the proposal on November 14, 2024 and forwarded support to Council, noting that the proposed bylaws do not appear to be detrimental to the community and that the area would follow the Municipal Development Plan vision for future development if the bylaws were passed. Administration conducted two meetings with delegates of Sobeys. They expressed concerns relating to construction of the remaining roadways and the ability to develop their property as envisioned under the ASP. They stated that if the ASP was rescinded they would need to revisit their business plan to ensure feasibility. The Planner noted that two people attended the open house held immediately prior to the Public Hearing.

Darren Young of ISL Engineering Services Ltd., representing the applicant, noted that rescinding the ASP would provide more flexibility for development of the vacant parcel. He stated that rescinding the ASP would reduce red tape and triple the development rights for all property owners in the area.

In response to a question, the Director noted that road development is currently part of the ASP and if the ASP is rescinded, road development would be development driven.

Bylaw No. 1581 –
Rescind Bylaw
1421 – Downtown
South Area
Structure Plan:

Chair Pickard asked if there was anyone who wished to speak in favour of proposed Bylaw No. 1581 – Rescind Bylaw 1421 – Downtown South Area Structure Plan.

No one responded to the Chair’s invitation.

Chair Pickard asked if there was anyone who wished to speak in opposition of proposed Bylaw No. 1581 – Rescind Bylaw 1421 – Downtown South Area Structure Plan.

Om Joshi, of WSP Canada Inc., representing Sobeys, one of the property owners in the ASP area, stated that they would like to see the ASP remain in place, to provide for a clear framework for business investment, noting that changes to the ASP could negatively impact future development of the property. He stated that the ASP provides predictability for business regarding key infrastructure items and future development on adjoining parcels. He suggested that the ASP be preserved and the parcel proposed for rezoning be declared a special study area, and requested that this proposal be referred back to the Planning Department for further review.

Jasmine Frolick, also representing Sobeys, registered to attend and speak virtually at the Hearing. She expressed concerns that if the ASP is repealed, the obligations and responsibilities of road construction may result in the property becoming commercially unviable. Sobeys purchased the property 10 years ago and anticipates that development will be financially viable within the next few years. This would consist of a grocery store and two commercial retail units. Ideally, Sobeys would like to provide access from all three roadways surrounding the property to separate delivery trucks from customer traffic. Comment was made regarding Sobeys’ purchase agreement with the Downtown South developer to cost share 50% of the construction of 47 Street, with the developer solely responsible for the construction of 47 Avenue. Ms. Frolick expressed disappointment that the ASP was proposed to be rescinded, and noted that rescinding an ASP was uncommon in her experience.

Chair Pickard asked if there was anyone who wished to speak that was affected by proposed Bylaw No. 1581 – Rescind Bylaw 1421 – Downtown South Area Structure Plan.

No one responded to the Chair’s invitation.

Bylaw No. 1577-2 –
Rezone NE 26-59-
12-W5 from C-1
Core Commercial
and R-4 High
Density Residential
to UD-F Future
Urban
Development:

Chair Pickard asked if there was anyone who wished to speak in favour of proposed Bylaw No. 1577-2.

No one responded to the Chair’s invitation.

Chair Pickard asked if there was anyone who wished to speak in opposition of proposed Bylaw No. 1577-2.

Om Joshi indicated that Sobeys was not opposed to the rezoning.

Chair Pickard asked if there was anyone who wished to speak that was affected by proposed Bylaw No. 1577-2.

No one responded to the Chair's invitation.

Adjournment:

24-373 Moved by Councillor Schlosser

That the Public Hearing be adjourned. Time: 4:39pm.

- CARRIED UNANIMOUSLY.

Mayor

Chief Administrative Officer

**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Whitecourt**
held on Tuesday, November 25, 2024 at the Forest Interpretive Centre

Present:	Mayor Pickard; Deputy Mayor McAree; Councillors Baker, Chauvet, 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 4:39pm; Mayor Pickard presiding.
Adoption of Agenda:	<p><u>24-374 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 November 12, 2024 Regular Meeting:	<p><u>24-375 Moved by Deputy Mayor McAree</u></p> <p>That the Minutes from the November 12, 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.
Economic Development Committee 2025 Strategic Planning Presentation:	<p>The Chief Administrative Officer advised that the Economic Development Committee Vice-Chair, Amanda St. Pierre, and the Economic Development Officer were in attendance to provide information on Committee initiatives and priorities.</p> <p><u>24-376 Moved by Councillor Baker</u></p> <p>That Council accept the Economic Development Committee 2025 Strategic Planning Presentation as information.</p> <p style="text-align:right">- CARRIED UNANIMOUSLY.</p>
Fire Chief Changing of Command Ceremony:	<p>The Chief Administrative Officer introduced the Director of Community Safety. The Director noted that further to the retirement of the Fire Chief, that Deputy Fire Chief Aaron Floyd was recently appointed as the Fire Chief. A changing of command ceremony was scheduled for December 17.</p> <p><u>24-377 Moved by Councillor Schlosser</u></p> <p>That Council Members be authorized to attend the Fire Chief Changing of Command Ceremony on December 17, 2024 at 7:00pm.</p> <p style="text-align:right">- CARRIED UNANIMOUSLY.</p>
Local Growth and Sustainability Grant:	<p>The Chief Administrative Officer advised that a grant opportunity became available and introduced the Director of Community Safety to provide more information. The Director noted that procuring funding under the Local Growth and Sustainability Grant for the replacement of a pumper truck would mitigate potential impacts in pricing resulting from the low Canadian dollar and rising costs for the truck.</p> <p><u>24-378 Moved by Councillor Lapointe</u></p> <p>That Council support the Town of Whitecourt's Local Growth and Sustainability Grant – Growth Component application for the purchase of a Pumper Truck.</p> <p style="text-align:right">- CARRIED UNANIMOUSLY.</p>

Community Fireguard Program Project Manager Contract Award:

The Chief Administrative Officer noted that Whitecourt was successful at receiving grant funding under the Community Fireguard Program, and a contract manager was required, and introduced the Director of Community Safety to provide further information.

24-379 Moved by Deputy Mayor McAree

That Council award the Community Fireguard Program Project Manager to Silvacom Ltd. in the amount of \$276,420 plus GST, funded by the Forest Resource Improvement Association of Alberta Community Fireguard Program Grant.

- CARRIED UNANIMOUSLY.

The meeting recessed. Time 4:59pm.

The meeting reconvened. Time 5:02pm.

Communities in Bloom 2025 Evaluation:

The Chief Administrative Officer indicated that results from the recent Communities in Bloom judging were received and introduced the Director of Community Services and Manager of Recreation, Arts, and Culture to report the results. The Manager noted that the judges had positive comments about the community, especially the river spurs; and that Whitecourt was awarded 5/5 blooms, with a percentage of 89.5%.

24-380 Moved by Councillor Chauvet

That Council accept the Communities in Bloom – Provincial Evaluation as information.

- CARRIED UNANIMOUSLY.

Coldest Night of the Year Event:

The Chief Administrative Officer stated that the Coldest Night of the Year Event was once again being held in Whitecourt and that the organizers were requesting participation by Council.

24-381 Moved by Councillor Lapointe

That a member of Council be authorized to bring greetings to the Coldest Night of the Year Walk on February 22, 2025, and that the Town fire pit be made available for the event.

- CARRIED UNANIMOUSLY.

Whitecourt Christmas Hamper:

The Chief Administrative Officer noted that the Town typically provides snack trays to the Christmas Hamper volunteers each year.

24-382 Moved by Councillor Lanctot

That Council authorize the provision of food trays for Whitecourt Christmas Hamper volunteers for delivery on December 12, 2024.

- CARRIED UNANIMOUSLY.

Municipal Law Seminars:

The Chief Administrative Officer indicated that law seminars will be available for Council in the new year.

24-383 Moved by Councillor Baker

That Council be authorized to attend the 2025 Brownlee Emerging Trends Seminar and the 2025 RMRF Municipal Law Seminar.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Lanctot attended meetings for the Economic Development Committee and Municipal Planning Commission; the Council Committees Reception and Christmas Parade.

Councillor Schlosser attended a Municipal Planning Commission meeting and the Council Committees Reception.

Councillor Lapointe attended meetings for Community Futures Yellowhead East and the Whitecourt Library, as well as the Council Committees Reception and Christmas Parade.

Councillor Chauvet attended the Council Committees Reception and Christmas Parade.

Councillor Baker also attended the Council Committees Reception and Christmas Parade.

Mayor Pickard attended the Council Committees Reception and Christmas Parade. As part of the Canadian Rail Alliance Authority, he met with CN Rail, along with the MLA and industry leaders and interviewed with the CBC regarding the Fireguard project. Mayor Pickard also attended the Economic Development Committee meeting.

24-384 Moved by Councillor Lanctot

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of Information:

24-385 Moved by Councillor Chauvet

That the following items be accepted as information:

- a) Town Accounts – Cheques 90361 – 90641;
- b) November 15, 2024 Letter from Alberta Municipal Affairs re Grants in Place of Taxes;
- c) November 15, 2024 Letter to Living Waters re Post-Secondary Opportunities;
- d) Town of Whitecourt 2024 Press Releases:
 - i. November 7 – Whitecourt Family Violence Initiative Celebrates Provincial Recognition;
 - ii. November 13 – Whitecourt Town Council Update;
 - iii. November 19 – Whitecourt Receives Provincial Support to Construct a Community Fireguard;
- e) Woodlands County 2024 Press Releases:
 - i. November 21 – Woodlands County Council Recap – November 20;
- f) Mayor’s Calendar; and
- g) Council Calendar.

- CARRIED UNANIMOUSLY.

Adjournment:

24-386 Moved by Councillor Chauvet

That the Regular Meeting of Council be adjourned. Time: 5:29pm.

- CARRIED UNANIMOUSLY.

Mayor

CAO

MINUTES OF THE SPECIAL MEETING OF COUNCIL
of the Town of Whitecourt
held on Wednesday, December 11, 2024 at the Forest Interpretive Centre

Present:	Mayor Pickard; Councillors Baker, Chauvet, Lanctot, Lapointe, and Schlosser; Chief Administrative Officer Smyl; and Recording Secretary Spivak.
Absent:	Deputy Mayor McAree.
Call to Order & Mayor's Address:	The meeting was called to order at 4:01pm. Mayor Pickard presiding.
2025 Interim Budget:	<p>The Chief Administrative Officer reported that the proposed 2025 Interim Budget was valued at \$106,288,969, and would require a 3.77% increase. He introduced the Director of Corporate Services to provide an overview of the budget.</p> <p>The Director of Corporate Services provided a brief summary of the 2025 Interim Budget, and it was noted that Directors were present to discuss budgets for each of their departments.</p> <p>Council reviewed details of the proposed 2025 Interim Budget.</p> <p>The meeting recessed. Time: 5:15pm.</p> <p>The meeting reconvened. Time: 5:31pm.</p> <p><u>24-387 Moved by Councillor Lapointe</u></p> <p>That Council defer the 2025 Interim Budget to the December 16, 2024 Regular Meeting of Council.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p> <p>Councillor Schlosser left the meeting. Time: 8:23pm.</p>
2025 Interim Budget (Closed Meeting):	<p><u>23-388 Moved by Councillor Lanctot</u></p> <p>That the Special Meeting of Council go into Closed Meeting for the 2024 Interim Budget per Sections 16, 17, 21 and 24 of the Freedom of Information and Protection of Privacy (FOIP) Act. Time: 8:38pm.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p> <p><u>23-389 Moved by Councillor Chauvet</u></p> <p>That Council revert to the Special Meeting. Time: 9:03pm.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p> <p><u>23-390 Moved by Councillor Baker</u></p> <p>That Council defer the 2025 Closed Interim Budget to the December 16, 2024 Regular Meeting of Council.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>

Adjournment:

23-391 Moved by Councillor Chauvet

That the Special Meeting of Council be adjourned. Time: 9:04pm.

- CARRIED UNANIMOUSLY.

Mayor

Chief Administrative Officer



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: December 11, 2024
Meeting: December 16, 2024 Regular Meeting of Council
Originated by: Lee Hardman, Director of Community Safety
Title: **PIERCE AERIAL PUMPER (TOWER 1) – WOODLANDS COUNTY
2025 USAGE**

PROPOSAL AND BACKGROUND:

The ICF Agreement between the Town of Whitecourt and Woodlands County, in reference to the Pierce Aerial Pumper (Tower 1), states that Woodlands County should provide input on the use of the apparatus for the upcoming calendar year. The Award states that by January 1 of each year, the Woodlands Manager of Protective Services or designate should, in writing, inform the Whitecourt Fire Department (WFD) Chief of Woodlands County's preference for the coming year per the following options:

1. Woodlands County gives the WFD Chief discretion to use the Pumper as required;
2. Woodlands County does not authorize the use of the Pumper on any fires within Woodlands County; or
3. Woodlands County authorizes the WFD Chief to use the pumper on specific types of fire event (list or description of potential fire(s) to be agreed by the Manager of Protective Services and WFD Chief).

As per the Agreement, in the event Woodlands does not provide its written input by the stated date each year, the WFD Chief shall have discretion to use the Pumper as required; and Woodlands County shall contribute for each hour it is used.

On November 26, Administration met with Woodlands County to discuss Tower usage within the County. Administration provided Woodlands County an overview on how the apparatus is deployed within Town jurisdiction.

Administration received a letter from Woodlands County Protective Services Manager Sheldon Schoepp on December 10. The letter (attached) provides the agreed upon list of use for the Pierce Aerial Pumper (Tower 1) for select fires, rescue and other response that closely align with the use of this apparatus in Town jurisdiction.

REFERENCES:

- Woodlands County Letter dated December 10, 2024 – attached
-

BENEFITS/DISADVANTAGES AND OPTIONS:

N/A

COST AND SOURCE OF FUNDING:

2025 Operating Budget

COMMENTS:

Use of Tower 1 in the County would be billable to Woodlands County as per Alberta Transportation rates.

RECOMMENDATION:

That Council accept the Pierce Aerial Pumper (Tower 1) - Woodlands County 2025 Usage as information.

APPROVAL:

Department Director:

CAO:

Handwritten signature in cursive script, appearing to read "P Smyl".

Municipal Office
PO Box 60, 1 Woodlands Lane
Whitecourt, AB T7S 1N3
Telephone: 780-778-8400
woodlands.ab.ca



Regional Municipal Office
PO Box 33
Fort Assiniboine, AB T0G 1A0
Telephone: 780-584-3866

10 December 2024

Town of Whitecourt
Whitecourt Fire Department
PO Box 509
Whitecourt, AB
T7S 1N6

RE: 2025 Usage - Pierce Aerial Pumper (Tower 1)

Pursuant to Section 3.2.1.5.2 of the ICF Agreement between the Town of Whitecourt and Woodlands County, signed October 1, 2024, and effective January 1, 2020, Woodlands County advises that it requests that the Pierce Aerial Pumper (Tower 1) (the "Pumper") be utilized during the 2025 calendar year on a limited usage as outlined in the agreed upon list set out below. Utilization of the Pumper is capped at a maximum of 30 hours at a cost not to exceed \$25,000.00 without further authorization from Woodlands County.

Pursuant to Section 3.2.1.5.1 of the ICF Agreement, the Pumper will be billed to Woodlands County in 2025, at a rate of \$720.00 per hour, which is the rate set by Alberta Transportation's Guidelines for payment of Fire Department Emergency Response in Provincial Highway Right-of-Ways (the "pumper fee"). The pumper fee is inclusive of personnel and material costs. Cancelled calls will be charged for one hour. Invoice time is to be based on travel from and arrival back to the stationhouse.

Woodlands County requests that, at time of invoice, the Town of Whitecourt provide a 911 response report to Woodlands County Protective Services Manager, outlining 911 call details in which the Pumper was utilized.

Woodlands County also requests that the Town of Whitecourt provide quarterly reports to Woodlands County Protective Services Manager, outlining 911 call details in which the Pumper was utilized. Based on the review of the quarterly reports, Woodlands County can advise the Town of Whitecourt regarding further refinements to the agreed upon call list.

As discussed between both parties, in the unlikely event the Pumper is used on any Provincial Highway, the cost/invoice will be sent/billed to Alberta Transportation, not the County.

Agreed upon call list as follows:

Fires:

- High-rise structures 3+ stories (hotels, apartments, etc.)
- Large assembly buildings (schools, churches, hospital, recreation centers, etc.)
- Commercial buildings & occupancies (restaurants, retail, box stores, strip malls, warehouses, maintenance shops, etc.)

- Large industrial properties (lumber manufacturing, fabrication, power generation/distribution, etc.)
- Residential structures (single-detached, duplex, multi-family structures)
- Hazardous materials (transportation by road/rail/pipeline, bulk chemical/flammable liquid storage, radioactive materials, etc.)
- Tactical exposure protection and suppression of fires where water/foam application from an elevated platform is more efficient, effective and safer than traditional ground units.

Rescue:

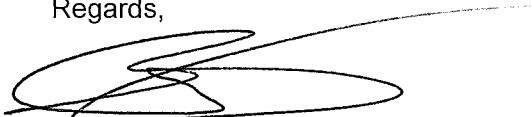
- Rescues from elevated heights (rooftops, balconies, cranes, tall construction sites, communication towers, tanks/vessels, amusement park rides)
- Below-grade rescues including trenches, slopes, bridges
- Structural collapse and industrial accidents
- Firefighter Rapid Intervention Team Operations involving events where firefighters may become trapped or injured during high-risk operations.

Other:

- Safe working platform for rescues, assessment, or access of compromised structures
- Gas leaks from piping or rooftop HVAC units
- Scene assessments, fire investigations, searches or other events requiring elevated vantage points or lighting for information and/or coordination of an incident
- Backup engine when other units are committed to other incidents or out of service

Please acknowledge that the Town of Whitecourt will be providing the requested services on the basis set out in this letter. If you require any clarification, please let us know.

Regards,



Sheldon Schoepp
Manager, Protective Services

cc: Paul Benedetto, Interim Chief Administrative Officer, Woodlands County
Joan Sloatweg, Director of Community Services, Woodlands County
Lee Hardman, Director of Community Safety, Town of Whitecourt
Peter Smyl, Chief Administrative Officer, Town of Whitecourt



REQUEST FOR DECISION

Date: December 12, 2024
Meeting: December 16, 2024 Regular Council Meeting
Originated by: Lee Hardman, Director of Community Safety
Title: **AUTOMATED TRAFFIC ENFORCEMENT (ATE) UPDATE**

PROPOSAL AND BACKGROUND:

On November 29, 2024 the Town received a letter from Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors in regard to Automated Traffic Enforcement (ATE) changes. The Government of Alberta approved the following policy changes to ATE effective December 2, 2024:

- ATE use will be prohibited on all provincial highways.
- ATE speed enforcement will be restricted to school zones, and construction zones.
- Intersection Safety Devices (ISDs) will be limited to red-light enforcement only.

Before the changes, a total of 34 locations in Whitecourt were approved by the Province. 18 locations have been removed based on the interim ATE guidelines. There are 16 sites that are approved based on the new interim ATE guidelines that are located at: Hilltop High School, Pat Hardy Elementary School, Whitecourt Central School, École St. Mary School, Percy Baxter Middle School, and École St. Joseph School.

The Province will be releasing detailed business case criteria once the final ATE guidelines are released on or before April 1, 2025. Administration will explore options on submitting a business case in regard to locations that have a high frequency of collisions.

REFERENCES:

- Letter dated November 29, 2024 from Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors - attached
-

BENEFITS/DISADVANTAGES AND OPTIONS:

ATE's objective is to facilitate the safe flow of vehicle and pedestrian traffic resulting in safer roadways throughout Whitecourt. Since the implementation of ATE in 2009, collisions have fallen drastically from 367 collisions in 2008 compared to 176 collisions in 2023 (52% reduction). Traffic volumes have remained similar during this time period.

In 2008, there were 70 collisions at intersections along Highway 43. However, following the introduction of ATE in 2009, this number decreased to 47. By 2023, the number of collisions further dropped to 35, marking a 50% reduction in intersection collisions along Highway 43 since the implementation of ATE.

COST AND SOURCE OF FUNDING:

Revenue is not the intent of the ATE program. From the Town's collected revenue the Province receives about 55% (inclusive of the victim fine surcharge), the Town receives approximately 22.5% and the Contractor receives around 22.5%.

In 2023, Whitecourt's ATE Program earned a total of \$202, 872 which is allocated per Policy 23-011 – Safe Community Initiative. This ensures that all elements of this program are focused primarily on community safety initiatives. Examples of programs that have been funded by this revenue include:

- Community Policing Position
- Community Crosswalk Program

- Crime Prevention
 - Citizens on Patrol Program
 - Swim to Survive
-

COMMENTS:

ATE augments, but does not replace, the need for traditional uniformed traffic enforcement. Prior to the new ATE guidelines, ATE locations were assessed under the following criteria:

- High-risk locations where the safety of citizens or police officers would be at risk through conventional enforcement methods.
- High-frequency locations where data indicates motorists are ignoring or breaking traffic laws on an ongoing basis.
- High-collision locations where data indicates a greater frequency of property damage, injury or fatal collisions.
- High-pedestrian volume locations where data indicates a high volume of pedestrian traffic.
- All school and playground zones.

Based on average statistics approximately 90% of all ATE violation tickets issued in Whitecourt are to non-residents.

RECOMMENDATION:

That Council accept the Automated Traffic Enforcement (ATE) Update as information and direct Administration to explore options on submitting a business case on locations that have a high frequency of collisions.

APPROVAL:

Department Director:

CAO:





ALBERTA

TRANSPORTATION AND ECONOMIC CORRIDORS

*Office of the Minister
MLA, Innisfail-Sylvan Lake*

To: See Distribution List

November 29, 2024

Dear Chief Elected Official:

I am writing to share an important update regarding the Government of Alberta's review of Automated Traffic Enforcement (ATE) and the steps we are taking to enhance traffic safety in our province.

Over the past year, we conducted a thorough review of ATE to ensure it was focused on improving road safety, not generating revenue. As part of this process, we engaged with municipalities and law enforcement stakeholders to gather input on proposed policy changes. The insights shared during these consultations, including those from engagement sessions in June and August 2024, were instrumental in shaping our decisions.

The Government of Alberta has approved the following policy changes to ATE:

- ATE use will be prohibited on all provincial highways.
- ATE speed enforcement will be restricted to school zones, playground zones, and construction zones.
- Intersection Safety Devices (ISDs) will be limited to red-light enforcement only.

In addition, municipalities may request provincial approval for ATE locations that do not align with the three policies noted above by submitting a business case demonstrating a high frequency of collisions at the site compared to similar locations and evidence that other safety measures have proven ineffective. Approved locations will be audited every two years to ensure ongoing compliance.

The Government of Alberta has lifted the freeze on ATE.

Effective December 2, 2024, there is an immediate expectation of municipalities to remove any sites that do not comply with the policy parameters above.

A transition period between December 1, 2024, and April 1, 2025, will allow the province to work with municipalities to confirm compliance with the three policy parameters and remove inactive ATE sites. The province expects that municipalities will make their best effort to remove non-compliant sites immediately. We recognize that removing Intersection Safety Devices, specifically speed on green, may require additional time to remove or reconfigure.

Letter to Municipalities

Attached with this letter is the Interim Automated Traffic Enforcement and Technology Guideline (Guidelines) that outline the business case requirements and process for your use.

During this time, municipalities can reevaluate their equipment needs and seek approval to upgrade equipment/technology that could be used in locations that comply with the new policy parameters. No new ATE programs will be permitted until April 1, 2025, when the transition period is complete.

The Guidelines will be updated in two phases:

- Interim Guidelines – Attached here with the policy parameters direction. This includes amendments to ATE device requirements, including the new technology approval process and quarterly reporting requirements.
- 2025 ATE Guidelines – on or before April 1, 2025: The final Guidelines will be released, detailing business case criteria for sites, including increased visibility and signage requirements for all sites; updated program requirements; enhanced quarterly reporting; the comprehensive audit process; and an accountability framework. My department will also consider supporting re-engineering of proven unsafe intersections & roadways.

These changes reflect our commitment to enhancing traffic safety while ensuring ATE is used responsibly and effectively. Thank you for your ongoing cooperation as we work together to implement these updates.

Should you have any questions regarding the decision by the government related to the new policy changes and the transition period, please contact Kristin Ward Diaz, Executive Director, Modernization and Strategic Integration at Kristin.warddiaz@gov.ab.ca.

Thank you for your continued support for traffic safety in Alberta.

Sincerely,



Honourable Devin Dreeshen, ECA
Minister, Transportation and Economic Corridors

cc: Honourable Mike Ellis, Minister, Public Safety and Emergency Services, ECA
Rae-Ann Lajeunesse, Deputy Minister, Public Safety and Emergency Services
Bryce Stewart, Deputy Minister, Transportation and Economic Corridors
Chiefs of Police [Calgary, Camrose, Edmonton, Grande Prairie, Lethbridge, Medicine Hat, Taber]

Attachment

ATE Interim Guidelines

A. Introduction

The Government of Alberta, municipalities, and police services are accountable for ensuring ATE programs are used to improve transportation safety outcomes. Public transparency and accountability is paramount. ATE programs must achieve measurable traffic safety outcomes in protecting vulnerable road users in school zones, playgrounds, construction zones, and at intersections with red light infractions, as part of a broader traffic safety tool kit. The Government of Alberta, together with traffic safety partners, undertakes many different initiatives and tasks in an effort to reduce fatalities and serious injuries on Alberta's roads to improve safety. ATE is one tool to reduce the amount and severity of collisions.

Under section 3 of the *Police Act*, the Government of Alberta is responsible for ensuring adequate and effective policing throughout Alberta. The Minister of Public Safety and Emergency Services, under section 3.1 of the Act, may establish standards for police services, police commissions, and policing committees to ensure standards are met. All police services in Alberta must comply with the standards, including regional, municipal, First Nations and provincial police services (i.e., Royal Canadian Mounted Police).

Over the past year, the Government of Alberta conducted a comprehensive review of ATE to ensure its primary focus is on improving road safety rather than generating revenue. As part of this process, we engaged municipalities and law enforcement stakeholders to gather input on proposed policy changes. Insights shared during these consultations, including engagement sessions held in June and August 2024, were instrumental in shaping our decisions.

B. Policy Guidance

The Government of Alberta has approved the following policy changes to ATE:

- ATE use will be prohibited on all provincial highways.
- ATE will be restricted to school zones, playground zones, and construction zones.
- Intersection Safety Devices (ISDs) will be limited to red-light enforcement only.

Municipalities may request provincial approval for ATE locations outside these parameters by submitting a business case. The business case must demonstrate a high frequency of collisions at the site compared to similar locations and provide evidence that other safety measures have proven ineffective. Approved locations will be audited every two years to ensure ongoing compliance.

ATE freeze is now lifted.

C. Compliance Expectations

Effective December 1, 2024, municipalities are required to immediately begin removing any ATE sites that do not comply with the following policy parameters:

- ATE for speed enforcement is permitted only in school zones, playground zones, and construction zones.
- Intersection Safety Devices (ISDs) may be used solely for red-light enforcement.

D. Transition Period

To facilitate compliance, the province has outlined a transition period from December 1, 2024, to April 1, 2025. During this period:

- The province will work with municipalities to confirm adherence to the new policy parameters and remove non-compliant ATE sites.
- Municipalities are expected to make their best effort to remove non-compliant sites promptly.
- Additional time may be granted for removing or reconfiguring ISDs, particularly those used for "speed on green" enforcement.
- No new ATE programs will be permitted until the transition period concludes on April 1, 2025.
- The province will also release updated Automated Traffic Enforcement and Technology Guidelines (Guidelines) to detail the business case requirements and process.
- Municipalities may reevaluate their equipment needs and seek approval to upgrade or replace equipment for use at locations compliant with the new policy parameters.

A 2025 ATE Guidelines will be released on or before April 1, 2025, detailing:

- Business case conditions for additional sites. however business cases will not be reviewed until such time that the criteria, process and an ATE Compliance Unit are established.
- New requirements will focus on increased visibility and signage at all sites, updated program standards, enhanced quarterly reporting, a comprehensive audit process, funding application for re-engineering of proven unsafe locations and an accountability framework.
- Municipalities must achieve full compliance with these requirements by April 1, 2025

The following sections from the 2023 ATE Guidelines remain in affect: C, D, G, K, M, O, P, Q, R, S



REQUEST FOR DECISION

Date: December 12, 2024
Meeting: December 16, 2024 Regular Meeting of Council
Originated by: Lee Hardman, Director of Community Safety
Title: **COMMUNITY FIREGUARD STUMPING & DEBRIS DISPOSAL CONTRACT AWARD**

PROPOSAL AND BACKGROUND:

The Town of Whitecourt, with support from Alberta Forestry and Parks, was approved for funding from the Forest Resource Improvement Association of Alberta Community Fireguard Program. Grant funds will be used to construct a community fireguard with access points, approximately 4.5km long and 100m wide, on the eastern boundary of town.

On November 26, 2024, the Community Safety Department posted a Request for Proposals (RFP) to Alberta Purchasing Connection (APC) for the Community Fireguard Stumping & Debris Disposal Contract. The Request for Proposals closed on December 11, 2024 at 11:00 a.m. MST. Six total RFPs were received. All submissions were thoroughly reviewed and deemed compliant.

Based on Martushev's pricing, experience with working on pipelines, utility rights-of-way, and comparable projects to the Community Fireguard, Administration is recommending to award the contract to Martushev Group.

REFERENCES:

- Request for Proposal – 2024-11-26: Community Fireguard Program Stumping & Debris Disposal
-

BENEFITS/DISADVANTAGES AND OPTIONS:

Construction of a Community Fireguard will help safeguard our community against the threat of wildfires.

COST AND SOURCE OF FUNDING:

Forest Resource Improvement Association of Alberta Community Fireguard Grant.

COMMENTS:

Proponents were scored based on cost of services, demonstrated ability to enhance community safety, value added/company profile/experience, and demonstration to complete or exceed work requirements. The maximum score a proponent could receive based on the criteria is 100.

Below is a summary of the final scores each proponent received:

Contractor Name	Total Price (GST Included)	Total Score
Martushev Group	\$856,677.29	84
Wide Open Slashings Ltd.	\$943,000.00	83
Cortex Vegetation Control	\$985,141.08	75
Tree Tech Enterprises Ltd.	\$1,019,350.00	31
G. MacRitchie Forestry Services Ltd.	\$1,165,814.00	64
Granger Forestry	\$1,366,918.80	58

Martushev Group was rated the highest amongst the six proponents based on the scoring criteria.

Additional work on the project may be identified throughout the construction process. In this event, Administration will bring scope of work changes to a future meeting of Council.

RECOMMENDATION:

That Council award the Community Fireguard Stumping & Debris Disposal Contract to Martushev Group in the amount of \$856,677.29, including GST.

APPROVAL:

Department Director:

CAO:





REQUEST FOR DECISION

Date: December 10, 2024
Meeting: December 16, 2024 Regular Meeting of Council
Originated by: Chelsea Grande, Director, Community Services
Title: ROTARY CLUB OF WHITECOURT PEACE POLE PROJECT

PROPOSAL AND BACKGROUND:

Administration received a request from the Rotary Club of Whitecourt to place a Peace Pole in Festival Park. The original request was to place it in the new traffic circle. The Community Services Advisory Board reviewed the request at its Special Budget Meeting in October. The Board was in favour of the request; however, suggested two other locations due to safety concerns.

The Rotary Club of Whitecourt adjusted the request to address the safety concerns, and has submitted a formal request to Council for consideration.

REFERENCES:

- November 25, 2024 Rotary Club of Whitecourt Letter – attached
 - Peace Pole Project Photo – attached
-

BENEFITS/DISADVANTAGES AND OPTIONS:

The power of the message, “May Peace Prevail On Earth”, lies in its capacity to bring people of various cultures, faiths, traditions and political ideals together as one united global heart and mind. “May Peace Prevail On Earth”, allows us to sincerely focus on our mutual desire to serve, create and manifest true peace on earth while transcending our differences and celebrating our common humanity.

The Peace Pole will provide a photo opportunity for residents and visitors to our community and will celebrate and recognize our cultural partnerships.

COST AND SOURCE OF FUNDING:

The Rotary Club of Whitecourt will provide the pole and reimburse the Town for installation costs.

COMMENTS:

N/A

RECOMMENDATION:

That Council approve the Rotary Club of Whitecourt request to place a Peace Pole at the south entrance to Festival Way at Festival Park and that the Town install the pole provided by the Rotary Club of Whitecourt.

APPROVAL:

Department Director:

CAO:





November 25, 2024

Town of Whitecourt Town Council
Box 509
Whitecourt, AB
T7S 1N6

Re: The Rotary Club of Whitecourt Proposed Peace Pole Project

To the Town of Whitecourt Town Council,

Further to the letter of November 4, 2024, from Chelsea Grande, please find attached our formal request for the consideration of a Peace Pole to be erected at Festival Park. In Chelsea's letter, she indicated that the Community Services Board has reviewed this project and recommended either the location be by the Pavillion or at the start of Festival Way in Festival Park. The consensus at our Rotary Club is to place the Peace Pole at the start of Festival Way, and the unveiling and dedication ceremony be scheduled for the United Nations International Day of Peace on Sept. 21, 2025.

Here are the details of our proposed Peace Pole:

- An 8' PVC plastic 4-sided pole with the words: "May Peace Prevail on Earth" printed on each side with a different language on each of the 4 sides.
- The languages that The Rotary Club of Whitecourt are proposing are: English, French, Cree and Japanese. The reasons for our choices are that English and French are the official languages of Canada, Cree is the predominant indigenous language in our area, and Japanese is as a tribute to the Peace Pole Project origin and the fact that Whitecourt is twinned with the Japanese town of Kamiyubetsu.
- Also on the pole would be the Rotary Logo.
- The Rotary Club of Whitecourt would be responsible for the ordering, shipping and purchase of the completed Peace Pole. If this project is approved at the council level and the pole is to be placed at the agreed location at the start of Festival Way, our club would like to request that the Town of Whitecourt Maintenance Department be responsible for the installation. The Rotary Club is willing to provide funding for the installation if necessary.

Here is a quick history of the Peace Pole Project:

The Peace Pole Project was started in Japan by Masahisa Goi (1916-1980), who dedicated his life to spreading the message, ***May Peace Prevail On Earth***. Mr. Goi was greatly affected by the destruction caused by World War II and the atomic bombs which fell on the city of Hiroshima and Nagasaki.

The power of the Message, ***May Peace Prevail On Earth***, lies in its capacity to bring people of various cultures, faiths, traditions and political ideals together as one united global heart and mind. ***May Peace Prevail On Earth***, allows us to sincerely focus on our mutual desire to serve, create and manifest true peace on earth while transcending our differences and celebrating our common humanity.

Our partnership and collaboration with The Town of Whitecourt is extensive and we look forward to working on another project together to make Whitecourt an even more amazing place to live. Please let me know if you have any questions, or if you require any further information.

Yours in Rotary,

Holly Astill
Community Service Projects Chairperson
The Rotary Club of Whitecourt







REQUEST FOR DECISION

Date: December 13, 2024
Meeting: December 16, 2024 Regular Meeting of Council
Originated by: Stephanie Schaffner, Planner
Title: **BYLAW 1581 TO RESCIND BYLAW 1421 AND BYLAW AMENDMENT 1577-2 TO REZONE PART OF NE 26-59-12-W5**

PROPOSAL AND BACKGROUND:

The Town of Whitecourt has received an application to rescind Bylaw 1421 – Downtown South Area Structure Plan and to amend Land Use Bylaw 1577. The proposed change to the Land Use Bylaw is to rezone a portion of the NE 26-59-12-W5 as shown on the attached map, from C-1 Core Commercial Downtown and R-4 High Density Residential, to UD-F Future Urban Development.

Bylaw 1421 – Downtown South Area Structure Plan (ASP) was originally adopted in 2008, and since that time approximately 50% of the area has been developed out. The majority of the parcels within the ASP area have already been serviced, and are development ready. Following the applicant's preliminary investigations on the remaining 14 acres within NE 26-59-12-W5, several development constraints were noted that do not lend to the site being utilized as originally envisioned. Combined with changing market conditions, the applicant no longer believes that the development vision from the ASP is feasible. The intent of rescinding the ASP and rezoning the remaining parcel is to allow for a new approach to how the land can be developed to the highest and best use.

All of the properties within the ASP area are currently zoned. This zoning is proposed to remain in place, with the exception of the 14 acres within the NE 26-59-12-W5 that would revert to a UD-F, Future Urban Development, Land Use District. The current zonings in the area align with the Future Land Use Concept in the Town of Whitecourt Municipal Development Plan (MDP) Bylaw 1576. Should the Downtown South ASP be rescinded, the vision from the MDP would continue to be the guide for development in the area.

The application was presented to the Municipal Planning Commission on November 14, 2024. The Municipal Planning Commission forwarded its support of proposed Bylaw 1581 and Land Use Bylaw Amendment 1577-2.

A Public Hearing was held on November 25, 2024 for the proposed Bylaw 1581 and Land Use Bylaw Amendment 1577-2, and an information session was held in the lobby of the Forest Interpretive Centre immediately preceding the Public Hearing. One submission was received for the Public Hearing, which was a formal letter of opposition to Bylaw 1581 and Land Use Bylaw amendment 1577-2 from WSP Canada Inc. (WSP) on behalf of Sobeys Capital Inc. (Sobeys), a property owner in the ASP area.

At the Public Hearing, the Planner for the applicant provided further details on the proposal. In addition to the information presented by Administration, the Applicant's Planner noted that rescinding the ASP would reduce red tape and triple the development rights for all property owners in the area. Without an ASP, the Town's MDP would guide future plans for development. Since the MDP classifies the area as 'Mixed Use Commercial,' the Applicant's Planner highlighted that it would allow for three different Land Use District rezoning options without having to go through the process of amending any other plans.

Sobeys had a representative attend the Public Hearing virtually, and had a Planner from WSP attend in person on their behalf, to speak in opposition to Bylaw 1581. The Planner for Sobeys noted that the ASP expectation of 750 – 1,000 people living in the area was critical for Sobeys to develop, and argued that the ASP should remain in place to support business investment and provide predictability. It was suggested that the application be referred to Administration to review Sobeys' proposed solution of retaining the ASP and declaring the remaining 14 acre parcel a Special Study Area.

The Sobeys representative expressed concern that if the ASP was to be rescinded, that the obligations to construct remaining roadways and infrastructure would also be eliminated. It was noted that development of a grocery store and two commercial retail units on the Sobeys parcel was anticipated in the next few years. Ideally, they would like to provide access from all three roads surrounding the property to separate delivery trucks from customer traffic. Comment was made regarding Sobeys' original purchase agreement with the Downtown South developer to cost share 50% of the construction of 47 Street, with the developer solely responsible for the construction of 47 Avenue. The representative also voiced disappointment that the ASP was proposed to be rescinded, and indicated that rescinding an ASP was a very unusual process that they had not seen before.

There was no one present to speak to Land Use Bylaw Amendment 1577-2, however, the Planner for Sobeys noted that Sobeys was not opposed to the rezoning. No other comments were made.

Whitecourt does have provisions to define a Special Project Area in the MDP. A Special Project Area may require special considerations to ensure the highest and best uses of land are achieved. It allows for flexible and creative adherence to Town requirements if the opportunity for redevelopment is permitted. Areas that are given this designation are required to have an Area Structure Plan developed before they can be re-developed. The suggestion from Sobeys to designate the property a Special Project Area would create more regulation than rescinding the ASP in its entirety. In Whitecourt, Special Project Areas are also typically reserved for land that needs to be redeveloped, not undeveloped land. There are currently four areas designated as Special Project Areas which were developed decades ago and conflict with the adjacent uses and the overall vision for the community.

In regard to roadway obligations, Appendix B of the Downtown South ASP Bylaw 1421 includes a detailed list of the proposed infrastructure for the area. This Appendix begins by stating that all of the listed items will be investigated and negotiated at the time of subdivision and development. In the absence of the ASP, timing and obligation to develop the remaining roadways and infrastructure would be determined by any new proposed development on the lands that may require them, or by Council through the Development Agreement with the Downtown South developer. The Town does not get involved with private land transactions or private agreements between land owners. Rescinding the ASP would not negate any other private agreements that are already in place.

Administration also notes that it is common practice in Alberta to rescind ASPs as part of the land use planning process. There are recent examples from Wetaskiwin, Okotoks, and Bragg Creek, to name a few. Spruce Grove lists seven rescinded ASPs in its ASP Index Plan, and in 2021 Edmonton conducted a project that proposed to rescind 77 land use plans that were no longer relevant.

REFERENCES:

- Location Map – attached
- Applicant's Rationale – attached
- Public Hearing Advertisement
- Bylaw 1421 - [Downtown South Common Area Structure Plan](#)
- Municipal Development Plan Map 3, Future Land Use Concept - attached
- November 25, 2024 Letter of opposition to Bylaw 1581 and Bylaw 1577-2 received from WSP on behalf of Sobeys – attached
- Hand-out circulated at the November 25, 2024 Public Hearing from WSP on behalf of Sobeys
- Bylaw 1581 – attached
- Land Use Bylaw 1577-2 – attached

BENEFITS/DISADVANTAGES AND OPTIONS:

The ASP is a legal document outlining land uses and services expected in this area. People and businesses have based their investments on this plan.

If the ASP is rescinded, development guidance will fall back to the details outlined in the MDP. The ASP provides a higher level of detail, but is not required by provincial legislation. As 50% of the area is already built

out, any new concepts would have to account for the existing uses already in place and work in harmony with them.

Servicing challenges for the remaining 14-acre parcel within the NE 26-59-12-W5 make the development of that land unfeasible under the current ASP vision. Rescinding the Area Structure Plan, and rezoning the 14-acre parcel to a UD-F, Future Urban Development, Land Use District allows for new ideas and a new vision for the development of these lands.

COST AND SOURCE OF FUNDING:

Regular Amendment Fees Apply

COMMENTS:

With land use decisions, the goal is the highest and best use of the land. What that means can change over time, depending on the economy and the situation of the land.

RECOMMENDATION:


That Council accept the recommendation from the Policies and Priorities Committee and adopt Bylaw 1581; and

That Council accept the recommendation from the Policies and Priorities Committee and Land Use Bylaw amendment 1577-2.

APPROVAL:

Department Director:

CAO:



For Land Use Bylaw Re-Zoning Amendment only:

Existing Land Use District/Zoning: C-1 Core Commercial - Downtown and R-4 High
Density Residential

Proposed Land Use District/Zoning: UD-F Future Urban Development

Applicant's Rationale

Please provide your rationale for requesting the proposed amendment. You may use the space below or prepare a separate statement and attach it to this application. This submission will be included in any reports presented to the Town of Whitecourt Municipal Planning Commission and Town Council. (Attach additional pages if necessary.)

The Downtown South Common Area Structure Plan (ASP) was originally adopted to guide future zoning and subdivision for the development of lands bounded by Highway 43 to the south, 51 Street to the west, the Canadian National rail line to the north, and 47 Street to the east. To date, the subject lands have been fully zoned and are approximately 50% developed.

In the years following adoption of this ASP, significant servicing challenges have emerged for one property in the southeast corner located south of 47 Avenue and west of 47 Street. According to the ASP land use concept, this property is zoned primarily for High-Density Residential (R-4) development, with a smaller portion being zoned for Core Commercial - Downtown (C-1) development. However, the servicing challenges encountered on-site have rendered the original vision for the subject parcel impractical and a new vision needs to be formulated.

To allow a feasible development vision to emerge, including a solution to the servicing challenges, we are proposing to repeal the ASP in its entirety and to rezone the subject property to the Future urban Development (UD-F) zone.

While simply amending the ASP to exclude the subject property would be an alternative approach to this issue, it would not be ideal. It could create a fragmented planning environment where some parcels remain governed by the ASP and others are not, leading to potential inconsistencies in guiding future development. Moreover, this approach would still bind the subject property to the development obligations prescribed by the ASP based on its current land use concept, which may not be necessary for a different type of development and could hinder adaptive and innovative solutions to overcome the servicing challenges.

Repealing the ASP in its entirety, rather than amending or partially excluding the southeast parcel, offers an opportunity for a more adaptive planning approach. Now is an appropriate time to repeal the ASP in its entirety as it has largely fulfilled its primary purpose of guiding initial zoning and subdivision in the area. While 50% of the ASP lands remain undeveloped, these properties are already zoned following the ASP land use concept and can be subdivided and/or developed in accordance with applicable regulations. Further, the Town's current MDP aligns with the zoning in place across the balance of the ASP area and can adequately guide future development in undeveloped lands. A full

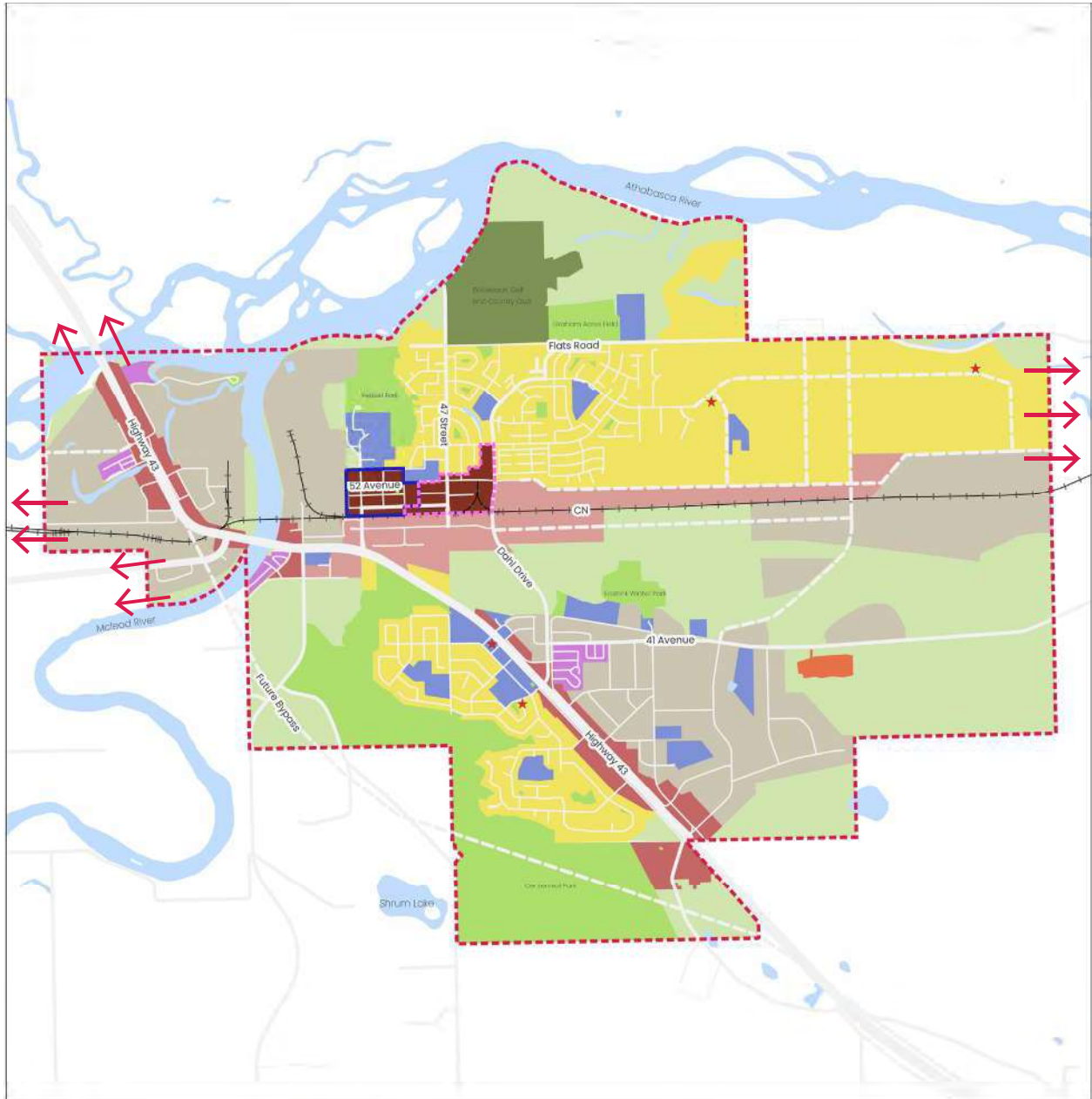


*Town of Whitecourt
P.O. Box 509, 5004 – 52 Street
Whitecourt, AB T7S 1N6
780-778-2273*

repeal also simplifies the planning framework by reducing administrative complexity and potential regulatory overlaps between the ASP and the MDP. It ensures that all properties within the original ASP boundaries are governed by the same set of policies under the MDP, promoting fairness and consistency in planning practices.

In conclusion, the proposed application aims to ensure that the lands within the ASP remain adaptable and responsive to current market conditions and site-specific challenges. This approach protects the Town's planning objectives while fostering an environment where innovative and viable development can take place in line with community needs and strategic urban planning principles.

MAP 3. FUTURE LAND USE CONCEPT



Legend

- Town Boundary
- Future Roads
- Rail Line
- Waterbodies
- Downtown Core Policy Area
- Downtown Transition Policy Area

Land Use

- | | |
|--------------------------|-------------------------------|
| Downtown Commercial | Golf Course |
| Residential | Park |
| Institutional | Industrial |
| Mixed-Use Commercial | Special Project Area |
| Highway Commercial | Old Landfill |
| Urban Development Future | Neighbourhood Commercial Node |

Potential Expansion





November 25, 2024

Attn: Mayor Pickard and Council Members

Town of Whitecourt

5004 52 Ave

Whitecourt, AB

T7S 1N2

Subject: Letter of Opposition to Bylaw 1581 to Rescind Bylaw 1421 and Amend Land Use Bylaw 1577 to Rezone Part of NE 26-59-12-W5

Dear Mayor Pickard and Council Members:

WSP Canada Inc. (WSP) has been retained by Sobeys Capital Inc. (Sobeys) to review the potential impacts of the above-referenced application on the parcel owned by Sobeys (at 4706 49 Ave) within the ASP boundary. It is legally described as: Plan 1525404; Block 1; Lot 4, Linc 0036 983 138. Based on review of all the information and on behalf of Sobeys, we are **in opposition** to the application to rescind Bylaw 1421 – Downtown South Common Area Structure Plan (ASP) and amend Land Use Bylaw 1577 and **request that the application be referred back to Planning Staff** to review our proposed solution and discuss any additional alternative solutions.

Rationale for Opposition

An ASP is an important statutory tool for land use planning, and it bridges the gap between a Municipal Development Plan and land use/zoning. Accordingly, we believe that rescinding an ASP—without an appropriate replacement ASP—is an unusual and unnecessary approach.

In general, ASPs create a logical land use planning framework based on the following:

- A strong vision for the area;
- A land use mix based on sound planning principles and market demand;
- Compatibility between different land uses;
- A logical transportation network and servicing strategy; and
- Development staging.

Such a statutory framework provides a level of predictability for businesses and developers who have invested in the community, and minimizes potential for land use conflicts, not just for initial development but also for future redevelopment within ASP boundary.

Although approximately 50% of the lands within the ASP boundary have been developed, a sizeable portion remains dependent on the direction of the ASP. Rescinding the ASP would eliminate that framework and remove the planning vision that has been established based on the collective efforts of multiple stakeholders.



Critically, the delivery of 47th Avenue and 47th Street are secured through the ASP. The future development of the Sobeys parcel is contingent on the delivery of the road network as described in the ASP. As such, we are concerned that the absence of an ASP will create an environment that introduces an investment risk for Sobeys, which may disincentivize the development of their site.

Proposed Solution

We believe a more reasonable approach would be to designate the subject land (portion of NE 26-59-12-W5), as a “Special Study Area”. This designation can include policy direction that would allow the landowner to rezone this parcel to UD-F Future Urban Development as they have requested. When the landowner is ready to put forward a renewed vision, the ASP can be amended accordingly. Keeping the ASP active is necessary to ensure that the new vision for this parcel is compatible with its surrounding land uses both existing and in future.

We respectfully request that Mayor and Council consider this alternative approach and refer the current application back to Town Administration for the necessary revisions. On behalf of Sobeys, WSP will be happy to collaborate with the Town Administration as required to facilitate the ASP revisions. We believe that this approach will meet both the applicant and our client’s needs while retaining the ASP that will enable sound land use decision-making in the future.

Yours sincerely,



Om Joshi, MCP, RPP, MCIP

Principal

Practice Lead, Urban & Community Planning

T+ 1 587-489-0247

WSP Canada Inc.

Suite 1200, 10909 Jasper Avenue

Edmonton, AB T5J 3L9

BYLAW NO. 1581

**OF THE TOWN OF WHITECOURT
PROVINCE OF ALBERTA**

**A BYLAW ENACTED FOR THE PURPOSES OF REPEALING OR RESCINDING AN
EXISTING BYLAW PREVIOUSLY PASSED BY THE TOWN OF WHITECOURT**

WHEREAS, pursuant to the Municipal Government Act, Chapter M-26, R.S.A. 2000, as amended, the Council of the Town of Whitecourt may, by Bylaw, authorize the repeal of Bylaws that are inoperative, obsolete, expired, spent, or otherwise ineffective;

NOW THEREFORE the Municipal Council of the Town of Whitecourt, in the Province of Alberta, duly assembled, enacts as follows:

1. That Bylaw 1421, and amendments thereto, shall be rescinded in its entirety.
2. That this Bylaw shall come into force and take effect upon third and final reading and is duly signed.

READ a first time this _____ day of _____, 2024

READ a second time this _____ day of _____, 2024.

READ a third and final time this _____ day of _____, 2024.

Mayor

Chief Administrative Officer

Signed by the Mayor and CAO this _____ day of _____, 2024.

BYLAW NO. 1577-2
OF THE TOWN OF WHITECOURT
PROVINCE OF ALBERTA

TO AMEND LAND USE BYLAW NO. 1577

WHEREAS Council deems it expedient and proper to make certain amendments to Land Use Bylaw No. 1577;

NOW THEREFORE under the authority and subject to the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, and amendments thereto, the Municipal Council of the Town of Whitecourt, in the Province of Alberta, duly assembled enacts as follows:

1. That the Land Use District Map in Section 10.3.1 of Bylaw 1577 be amended by changing the land use designation of the property as shown below to 'UD-F' Future Urban Development:



2. That this Bylaw shall come into force and take effect upon third and final reading and is duly signed.

READ a first time this _____ day of _____, 2024.

READ a second time this _____ day of _____, 2024.

READ a third and final time this _____ day of _____, 2024.

Mayor

CAO

Signed by the Mayor and CAO this _____ day of _____, 2024.



REQUEST FOR DECISION

Date: December 13, 2024
Meeting: December 16, 2024 Regular Meeting of Council
Originated by: Jennine Loberg, Director of Planning and Development
Title: **BLUEBERRY DRIVE TRAFFIC SPEEDS AND VOLUMES**

PROPOSAL AND BACKGROUND:

Two residents from Blueberry Drive addressed Council at the October 15, 2024 public input session noting concerns with speed along Blueberry Drive. One of the residents specifically requested that Council consider reducing the speed limit to 30 or 40 km/hr along Blueberry Drive from the Pine Road intersection to the four-way stop at Park Drive. This matter was referred to Administration for further information on speeds and volumes of traffic in this location.

Administration notes that a similar concern was received in the spring of 2010. With five collisions reported along Blueberry Drive in 2009, Council felt the concerns were valid and directed Administration to complete a traffic review of the area.

Results of the 2010 review concluded that the majority of drivers followed the posted speed limit, and that speeds were not a concern. Average speeds were recorded at 27-41 km/hr, and 85th percentile speeds (speeds at which 85% of vehicles are not exceeding) were recorded at 39-50 km/hr. Volumes of traffic; however, were noted to be greater than the design traffic volume for Blueberry Drive. As Blueberry Drive parallels Highway 43, it was assumed that local traffic from surrounding areas were utilizing Blueberry Drive to access the signalized intersection at Highway 43 and Pine Road rather than the non-signalized intersections with Highway 43 and Park Drive.

Traffic Calming measures implemented as a result of the 2010 traffic review included increased enforcement presence and photo radar in the area, extension of the no-parking zone along the Beaver Drive/Blueberry Drive intersection, changing the yield sign at the intersection with Beaver Drive to a stop sign, and installing high visibility signage for the crosswalks at the intersection of Beaver Drive and Blueberry Drive.

One of the recommendations arising from the 2010 traffic review was to request that Alberta Transportation install traffic signals at the intersection of 33 Street with Highway 43. Signals at this location would create gaps in traffic, which would allow safer access to the highway from the Park Drive locations, thereby reducing the amount of shortcutting through Blueberry Drive. Administration is pleased to report that Alberta Transportation and Economic Corridors is currently completing the design for these traffic signals. They have also noted that funding for construction of these signals is planned to be brought forward for consideration as part of the 2025 Budget deliberations.

REFERENCES:

- Policy 31-004 – Neighbourhood Traffic Calming
 - 2010 Traffic Calming Study Blueberry Drive and Beaver Drive
-

BENEFITS/DISADVANTAGES AND OPTIONS:

The Town's Policy 31-004 – Neighbourhood Traffic Calming provides a system for neighbourhood traffic concerns to be evaluated and addressed. It notes that a plan to improve safety will be prepared if a review indicates that:

- a. the design traffic volume is exceeded; or,
- b. the 85th percentile speed is more than 5km per hour above the posted speed limit; or,
- c. three or more speed related collisions have occurred in a twelve-month period.

Administration does not yet have all of the collision data for 2024, but so far we can see that only one collision has been reported in March of 2024. There were no reported collisions along Blueberry Drive in 2023, and only one reported in 2022.

It is expected that traffic volumes are likely still higher than the design volume of traffic for this roadway; however Administration does not recommend any permanent measures as the proposed traffic signals at Highway 43 and 33 Street may solve this concern.

Speeds are also unknown at this time. Administration intends to conduct volume and speed counts in the area to collect updated information for further follow up if required.

COST AND SOURCE OF FUNDING:

N/A

COMMENTS:

N/A

RECOMMENDATION:

That Council accept the information on the Blueberry Drive Traffic Speeds and Volumes as information and direct Administration to forward any identified speed concerns to the Community Safety Department for enforcement.

APPROVAL:

Department Director:

CAO:

Handwritten signature of P. Smyl in blue ink, written over a horizontal line.



REQUEST FOR DECISION

Date: December 13, 2024
Meeting: December 16, 2024 Regular Meeting of Council
Originated by: Jennine Loberg, Director of Planning and Development
Title: **REQUEST FOR STREET LIGHTS AT HIGHWAY 43 AND 33 STREET**

PROPOSAL AND BACKGROUND:

A letter has been received from the Lions Club of Whitecourt requesting that the Town advocate for the construction of traffic lights at the intersection of Highway 43 and 33 Street. Patrons of the campground have expressed concern with trying to exit and access Highway 43 from 33 Street, and the Lions Club notes that the extra lead time required to enter and exit this intersection with RVs increases the potential for motor vehicle accidents.

The Town has previously advocated to the Province requesting signal lights at this intersection. It is noted that the 2024 Provincial Construction Program includes the design for these signals. Administration has followed up with Alberta Transportation and Economic Corridors to get a status update and is pleased to report that the design for these traffic signals is currently underway and estimated to be completed by year end.

While the design for these traffic signals is currently underway, Alberta Transportation and Economic Corridors noted that the construction of the signals is not yet on the Provincial Construction Program. They said that funding for construction would be considered as part of the Budget 2025 deliberations.

REFERENCES:

- October 17, 2024 Letter from the Lions Club of Whitecourt – attached
-

BENEFITS/DISADVANTAGES AND OPTIONS:

With the construction of traffic signals at Highway 43 and 33 Street to be included as part of the 2025 provincial budget deliberations, this may be an opportune time for the Town to advocate for funding approval.

COST AND SOURCE OF FUNDING:

N/A

COMMENTS:

N/A

RECOMMENDATION:

That Council direct Administration to forward a letter to the Minister of Infrastructure advocating for the construction of traffic signals at the intersection of Highway 43 and 33 Street.

APPROVAL:

Department Director:

CAO:



Lions Club of Whitecourt
Box 1393
Whitecourt, Alberta
T7S1P8

October 17, 2024

Tom Pickard, Mayor and Town Council

E-mail: tompickard@whitecourt.ca

Town of Whitecourt
Box 509
Whitecourt, Alberta
T7S 1N2

Dear Mayor Pickard:i

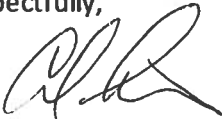
Re: Request for Street Lights at 33rd Street and Highway 43

The Lions Club of Whitecourt request the Town of Whitecourt to advocate to Minister of Infrastructure to request that the department prioritize construction of traffic lights at the intersection of 33rd Street and Highway 43 as soon as possible.

The Lions Campground provides accommodation to RVs travelling Highway 43 known as the CanaMex Trade Corridor from Mexico through the USA to Canada, RV's enroute to Alaska, RVs from across Canada and Alberta, and RVs travelling to enjoying the many amenities in the Town of Whitecourt and surrounding Woodlands County. The Lions Campground users have expressed concern with trying to exit and access Highway 43 off of 33rd Street with RV's where near misses have been reported since increased development has occurred within the area. The potential for motor vehicle accidents is high at this intersection due to the need for extra lead time entering and exiting with RV's.

Thank you for your for your anticipated advocacy in construction of traffic lights at the intersection of 33rd Street and Highway 43. Please feel free to contact me at 780-778-0633 if you have any questions.

Respectfully,



Carl Lehman
President

cc. Pete Guthry, Minister of Infrastructure
Martin Long, MLA West Yellowhead
Dave Kusch, Reeve Woodlands County



REQUEST FOR DECISION

Date: December 11, 2024
Meeting: December 16, 2024 Regular Meeting of Council
Originated by: Judy Barney, Director of Corporate Services
Title: 2025 INTERIM BUDGET

PROPOSAL AND BACKGROUND:

At the Special Meeting on December 11, 2024, Administration presented to Council a budget that required a tax increase of 3.77% and is proposing the 2025 Interim Capital and Operating Budget for \$106,288,969 be approved.

The 2025 Budget will be finalized in late March following the confirmation of the final figures for the 2025 assessment roll and the announcement of the provincial budget that will confirm annual grants and the school tax rates to municipalities. This will allow Finance time to prepare the details for tax notices which are generally mailed in mid-May prior to the tax rate bylaw being approved which usually occurs in April.

The annual Budget Report will be prepared for public distribution once the final budget is adopted.

REFERENCES:

- 2025 Green Sheet – attached
 - 2025 Capital/Operating Budget Summary – attached
 - Where Your Tax Dollar Goes Chart (2020 – 2025) – attached
-

BENEFITS/DISADVANTAGES AND OPTIONS:

The Interim Budget for 2025 must be approved by Council in accordance with the Municipal Government Act and Bylaw No.1411 prior to December 31, 2024.

Budgeted expenditures for 2025 will proceed as per the approved 2025 Interim Budget.

COST AND SOURCE OF FUNDING:

2025 Capital and Operating Budget

COMMENTS:

Budget deliberations identified the following items that Administration will address and bring back to Council for information, options and direction prior to the adoption of the final budget:

1. The Employee Policy Manual to review the Tri-annual market compensation survey;
 2. Additional information on policing;
 3. Cost for an additional sign to be added at the spurs regarding the natural and manmade habitat;
 4. Any grants or partnership opportunities to fund an accessible pathway Graham Acres from Diamond #3 to the washrooms (\$80,000).
-

RECOMMENDATION:

That Council approve the 2025 Interim Capital and Operating Budget as presented.

APPROVAL:

Department Director:

CAO:



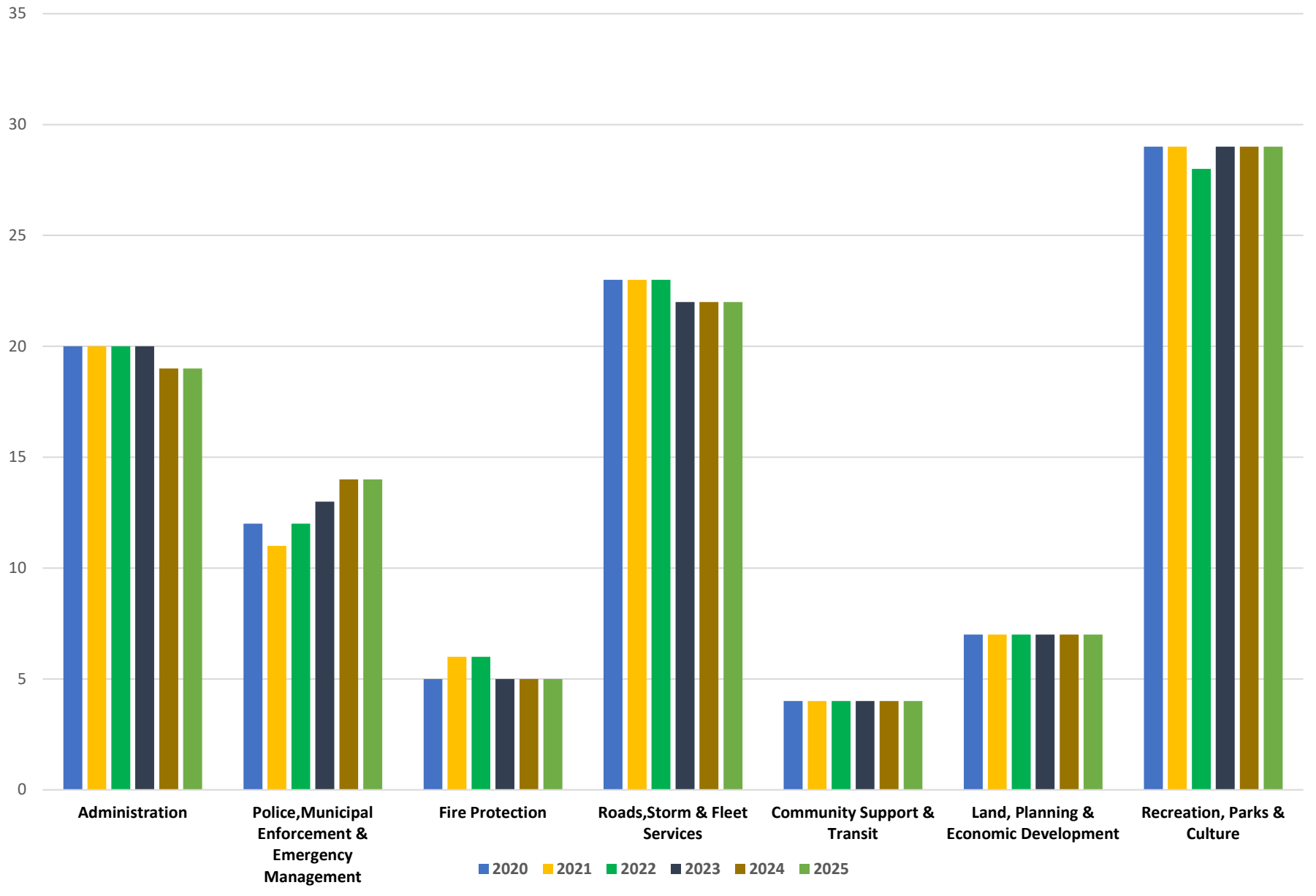
2025 Green Sheet

Summary of Functions	2023 Budget Surplus/Deficit	2024 Budget Surplus/Deficit	2025 Budget Surplus/Deficit	Change Budget to Budget	Percent Variance
11 - Legislative	-502,828	-519,329	-537,736	-18,407	3.54%
12 - General Government Administration	-3,333,865	-3,446,172	-3,112,283	333,889	-9.69%
19 - Other General Government Services	-767,607	-901,898	-1,014,310	-112,413	12.46%
21 - Police Protection	-1,999,386	-2,162,725	-2,296,823	-134,098	6.2%
23 - Fire Protection	-833,179	-938,727	-928,395	10,332	-1.1%
24 - Emergency Management	-102,454	-119,811	-128,408	-8,597	7.18%
26, 28 - Municipal Enforcement/Animal Control	-356,975	-381,299	-373,157	8,142	-2.14%
31 - Common Services	-1,396,299	-1,469,394	-1,552,528	-83,134	5.66%
32 - Road Transport	-2,491,804	-2,603,048	-2,733,591	-130,543	5.02%
33 - Airport	-3,457	-4,326	-	4,326	-100.0%
34 - Transit	-478,081	-503,965	-522,363	-18,399	3.65%
37 - Storm Sewers	-134,688	-132,409	-138,626	-6,217	4.7%
43 - Waste Management	-	-	-	-	0.0%
51, 52 - F.C.S.S	-189,382	-202,212	-214,387	-12,175	6.02%
56 - Cemetery	-50,415	-57,394	-59,303	-1,909	3.33%
61 - Planning and Development	-761,964	-804,252	-844,423	-40,171	4.99%
62 - Economic Development	-598,597	-627,459	-650,042	-22,583	3.6%
66, 69 - Land Sales & Rental Revenue	18,562	18,400	18,400	-	0.0%
71, 72, 73 - Parks and Recreation	-4,915,828	-5,160,028	-5,308,538	-148,510	2.88%
74 - Library	-436,799	-459,687	-481,458	-21,772	4.74%
	<u>-19,335,047</u>	<u>-20,475,735</u>	<u>-20,877,972</u>	<u>-402,237</u>	<u>1.96%</u>
Deduct: Unfunctionalized Revenue					
1-510 Penalties	200,000	200,000	200,000	-	0.0%
1-540 ATCO Franchise Revenue	1,013,813	1,159,046	1,203,008	43,962	3.79%
1-541 Fortis Alberta	780,600	907,720	1,048,492	140,772	15.51%
1-550 Interest	1,370,000	1,557,000	1,147,293	-409,707	-26.31%
1-594 Sundry Revenue	5,000	5,000	5,000	-	0.0%
	<u>3,369,413</u>	<u>3,828,766</u>	<u>3,603,793</u>	<u>-224,973</u>	<u>-5.88%</u>
Required Taxation to Cover Expenditures	<u>-15,965,634</u>	<u>-16,646,969</u>	<u>-17,274,179</u>	<u>-627,210</u>	
2025 Taxes based on 2024 tax rate			16,646,969		
Amount Required to Balance Budget			<u>-627,210</u>		
Increase Required to Balance Budget			<u>-3.77%</u>		
Summary of Self Funding Functions					
		Expenditures	Revenue	Net Gain/Loss	
41 - Water Supply and Distribution		3,620,813	3,620,813	-	
42 - Wastewater Treatment and Disposal		2,727,900	2,727,900	-	
Note: Net Gain is Transferred to Capital Reserves					

2025 Capital and Operating Budget

Summary of Functions	Combined			Capital			Operating		
	Revenue	Expense	Surplus/ Deficit	Revenue	Expense	Surplus/ Deficit	Revenue	Expense	Surplus/ Deficit
11 - Legislative	-	537,736	-537,736	-	-	-	-	537,736	-537,736
12 - General Government Administration	11,910,543	15,022,826	-3,112,283	11,684,636	11,684,636	-	225,907	3,338,190	-3,112,283
19 - Other General Government Services	608,213	1,622,523	-1,014,310	398,126	398,126	-	210,087	1,224,397	-1,014,310
21 - Police Protection	1,472,142	3,768,965	-2,296,823	155,000	155,000	-	1,317,142	3,613,965	-2,296,823
23 - Fire Protection	2,827,235	3,755,630	-928,395	201,823	201,823	-	2,625,412	3,553,807	-928,395
24 - Emergency Management	5,422,287	5,550,695	-128,408	74,500	74,500	-	5,347,787	5,476,195	-128,408
26, 28 - Municipal Enforcement/Animal Control	200,000	573,157	-373,157	9,000	9,000	-	191,000	564,157	-373,157
31 - Common Services	2,433,912	3,986,440	-1,552,528	2,319,126	2,319,126	-	114,786	1,667,314	-1,552,528
32 - Road Transport	4,920,538	7,654,129	-2,733,591	373,477	373,477	-	4,547,061	7,280,652	-2,733,591
33 - Airport	44,163	44,163	-	-	-	-	44,163	44,163	-
34 - Transit	151,287	673,650	-522,363	-	-	-	151,287	673,650	-522,363
37 - Storm Sewers	214,558	353,184	-138,626	35,000	35,000	-	179,558	318,184	-138,626
43 - Waste Management	1,784,708	1,784,707	-	-	-	-	1,784,708	1,784,707	-
51, 52 - F.C.S.S	1,434,163	1,648,549	-214,387	6,000	6,000	-	1,428,163	1,642,549	-214,387
56 - Cemetery	36,413	95,715	-59,303	-	-	-	36,413	95,715	-59,303
61 - Planning and Development	977,222	1,821,645	-844,423	346,396	346,396	-	630,826	1,475,249	-844,423
62 - Economic Development	385,722	1,035,764	-650,042	45,000	45,000	-	340,722	990,764	-650,042
66, 69 - Land Sales & Rental Revenue	1,971,739	1,953,339	18,400	35,963	35,963	-	1,935,776	1,917,376	18,400
71, 72, 73 - Parks and Recreation	31,265,993	36,574,531	-5,308,538	26,621,954	26,621,954	-	4,644,039	9,952,577	-5,308,538
74 - Library	9,127,180	9,608,638	-481,458	8,627,300	8,627,300	-	499,880	981,338	-481,458
	77,188,016	98,065,988	-20,877,972	50,933,301	50,933,301	-	26,254,715	47,132,687	-20,877,972
<u>Deduct: Unfunctionalized Revenue</u>									
1-510Penalties	200,000	-	200,000	-	-	-	200,000	-	200,000
1-540ATCO Franchise Revenue	1,203,008	-	1,203,008	-	-	-	1,203,008	-	1,203,008
1-541Fortis Alberta	1,048,492	-	1,048,492	-	-	-	1,048,492	-	1,048,492
1-550Interest	1,147,293	-	1,147,293	-	-	-	1,147,293	-	1,147,293
1-594Sundry Revenue	5,000	-	5,000	-	-	-	5,000	-	5,000
Unconditional Grants	3,603,793	-	3,603,793	-	-	-	3,603,793	-	3,603,793
Required Taxation to Cover Expenditures	16,646,969	-	16,646,969	-	-	-	16,646,969	-	16,646,969
Total	97,438,778	98,065,988	-627,210	-	-	-	46,505,477	47,132,687	-627,210
<u>Summary of Self Funding Functions</u>									
41 - Water Supply and Distribution	4,612,082	4,612,082	-	991,269	991,269	-	3,620,813	3,620,813	-
42 - Wastewater Treatment and Disposal	3,610,900	3,610,900	-	883,000	883,000	-	2,727,900	2,727,900	-
Total	105,661,760	106,288,969	-627,210	52,807,570	52,807,570	-	52,854,190	53,481,399	-627,210

Where Your Tax Dollars Go (%) 2020-2025





REQUEST FOR DECISION

Date: December 10, 2024
Meeting: December 16, 2024 Regular Meeting of Council
Originated by: Tara Gallant, Legislative Manager
Title: **BYLAW 1551-13 – FEES, RATES AND CHARGES**

PROPOSAL AND BACKGROUND:

Proposed Bylaw 1551-13 was reviewed by the Policies and Priorities Committee and recommended for adoption by Council.

As per practice, Administration has reviewed and updated fees as part of the budget process, and all fees included in Bylaw 1551-13 are based on the 2025 Interim Budget.

REFERENCES:

- Bylaw 1551-13 – Fees, Rates and Charges – attached
-

BENEFITS/DISADVANTAGES AND OPTIONS:

The rates reflected in proposed Schedule “A” are based on the 2025 interim budget and reviews Council conducted during the year:

COST AND SOURCE OF FUNDING:

2025 Budget

COMMENTS:

Should Bylaw 1551-13 be adopted, the Bylaw would take effect as of January 1, 2025.

RECOMMENDATION:

That Council accept the recommendation from the Policies and Priorities Committee to adopt Fees, Rates and Charges Bylaw 1551-13 as presented.

APPROVAL:

Department Director:

CAO:



BYLAW NO. 1551-13

**OF THE TOWN OF WHITECOURT
IN THE PROVINCE OF ALBERTA**

**TO ESTABLISH FEES, RATES AND CHARGES FOR INFORMATION
AND SERVICES PROVIDED**

WHEREAS, Council deems it expedient and proper to make certain amendments to Bylaw No. 1551, being the Fees, Rates and Charges Bylaw.

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, being Chapter M-26.1 of the Statutes of Alberta, 2000, and amendments thereto, the Municipal Council of the Town of Whitecourt, Province of Alberta, duly assembled, enacts as follows:

1. That Schedule "A" of Bylaw 1551-12 be deleted and replaced with the attached Schedule "A".
2. That this Bylaw shall come into force and take effect on January 1, 2025, and is duly signed.

READ a first time this ___ day of _____.

READ a second time this ___ day of _____.

READ a third and final time this ___ day of _____.

Mayor

CAO

Signed by the Mayor and CAO this ___ day of _____.

Schedule “A”

Fees, Rates, and Charges Bylaw

Contents	
APPENDIX “A”	4
COMMUNITY SAFETY	4
Responsible Pet Ownership – As established by Bylaw 1580	4
Burn Permits – As established by Bylaw 1015	4
Whitecourt Fire Department	4
Whitecourt RCMP	4
APPENDIX “B”	5
COMMUNITY SERVICES	5
Allan & Jean Millar Centre	5
Carlan Services Community Resource Centre	7
Festival Way Rental	8
Planned Giving Opportunities	8
Community Spectrum Advertising Rates	8
Twin Arenas Facility Admission/Rental Rates: (rates listed are per hour fees)	8
Sportfield Facility Rental Rates: (rates listed are per season fees)	9
Sportfield Facility Rental Rates for Tournaments:	9
Whitecourt Transit	9
APPENDIX “C”	10
CORPORATE SERVICES	10
FOIP (Freedom of Information Protection) Requests	10
Forest Interpretive Centre - Rental Rates	10
Hawkers & Pedlars Licence – As established by Bylaw 1462	10
Photocopying Service	10
Returned Payments	10
Taxation	10
Assessment Complaint Fees	10
Third Party Billing Fees	10
APPENDIX “D”	11
INFRASTRUCTURE	11
Cemetery – As established by Bylaw 1563	11
Concrete and Asphalt Rubble Disposal Fee	11
Shallow Utility Installation on Town Land	12
Temporary Traffic Control Permit	12
Transportation Routing and Vehicle Information System- Multi Jurisdiction (TRAVIS-MJ)	13
Water & Sewer Charges – As established by Bylaw 1511	13
APPENDIX “E”	14

TOWN OF WHITECOURT BYLAW NO. 1551-13

GST, where applicable, will be charged at the prevailing rate.

PLANNING AND DEVELOPMENT	14
Development Services	14
Other Development Services Fees:.....	15
Off Site Levies – As established by Bylaw 1532.....	16

APPENDIX "A"

COMMUNITY SAFETY

Responsible Pet Ownership – As established by Bylaw 1580

Cat Trap Rental Fee	\$30.00/5-day rental
Cat Trap Damage Deposit (refunded upon return of the trap in good condition)	\$50.00
Impoundment Fee	\$30.00/day
Review by Council Fee	\$50.00

Burn Permits – As established by Bylaw 1015

Permanent (for fire pits)	\$20.00
Temporary	\$20.00

Whitecourt Fire Department

Fire Department Training Grounds – External Facility Use Fee	\$850.00
--	----------

Whitecourt RCMP

Record Check/ Declaration ¹	\$30.00
Vulnerable Sector Check – Volunteer ¹	\$0.00
Vulnerable Sector Check – Employment ¹	\$30.00
Fingerprints	
Ink Prints for Foreign Countries	\$35.00
Livescan for Land Immigrants	\$30.00
Livescan for Employment	\$80.00
Livescan for Vulnerable Sector Employment	80.00
Livescan for Vulnerable Sector Volunteer	\$0.00
Collision Reports for Insurance Companies	\$30.45

¹Service not available to people who live outside of Whitecourt and Woodlands County.

APPENDIX "B"

COMMUNITY SERVICES

Allan & Jean Millar Centre

*Individuals that are 18 years of age and still attending high school will be considered a "Youth"

Daily Admissions

Adult Drop-In Sport	\$4.48
Youth Drop-In Sport	\$3.00
Toonie Swim	\$2.00
Adult (18-59 years)	\$8.43
Senior (60-69 years)	\$6.48
Super Senior (70+ years)	\$3.24
Youth (13-17 years)	\$5.48
Child (3-12 years)	\$3.95
Tot (under 3 years)	Free
Family	\$18.86
Running Track	\$2.00
Go Active Zone (for children ages 3-7 years)	\$2.10

10 Visit Pass

Adult	\$75.90
Senior	\$58.30
Super Senior	\$29.20
Youth	\$49.30
Child	\$35.60
Tot	Free
Family	\$169.70

Summer Fun Passes (May 1 – August 31)

Adult (18-59 years)	\$121.68
Youth (13-17 years)	\$74.06
Child (3-12 years)	\$61.10

Monthly Rates

Adult (18-59 years)	\$50.81
Senior (60-69 years)	\$38.11
Super Senior (70+ years)	\$19.05
Youth (13-17 years)	\$31.57
Child-(3-12 years)	\$23.45
Tot (under 3 years)	Free

Annual Rates

Adult (18-59 years)	\$507.85
Senior (60-69 years)	\$342.80
Super Senior (70+ years)	\$171.40
Youth (13-17 years)	\$284.24
Child (3-12 years)	\$210.71

TOWN OF WHITECOURT BYLAW NO. 1551-13

GST, where applicable, will be charged at the prevailing rate.

Tot (under 3 years)	Free
Family Monthly Rates	
Adult (18-59 years)	\$40.65
Senior (60-69 years)	\$30.49
Super Senior (70+ years)	\$15.25
Youth (13-17 years)	\$25.25
Child-(3-12 years)	\$18.76
Tot (under 3 years)	Free
Family Annual Rates	
Adult (18-59 years)	\$406.28
Senior (60-69 years)	\$274.24
Super Senior (70+ years)	\$137.12
Youth (13-17 years)	\$227.40
Child (3-12 years)	\$168.57
Tot (under 3 years)	Free
Corporate Memberships - Monthly Rates ²	
Adult (18-59 years)	\$43.20
Senior (60-69 years)	\$32.40
Super Senior (70+ years)	\$16.20
Youth (13-17 years)	\$26.82
Corporate Memberships - Annual Rates ²	
Adult (18-59 years)	\$431.68
Senior (60-69 years)	\$291.38
Super Senior (70+ years)	\$145.69
Youth (13-17 years)	\$241.61
² Any business, corporation, registered society or association may participate in the package program, provided that a minimum of 5 people from the organization commit. In return, individual memberships will be sold at a 15% discount off the regular rates (as noted in prices listed above).	
Program Withdrawal Administration Fee	\$10.50
Annual Membership Hold Fee	\$5.00
Birthday Party Cancellation Fee	\$10.50
Cleaning Fee	\$250.00
NSF Fee	\$25.00
Set-Up Fee	\$250.00
Fitness	
Fitness Studio Rental	\$36.00
Fitness Instructor	\$50.00
Aquatic Centre Rental Fees	
25m Pool Hourly Rental Rates	\$21.00
Club Rate – per lane per hour	\$13.25
Local Swim Meet Rate	\$2,200.00
School/Group Swim	\$28.00
Child Mind Rates	
Drop-In Rate	\$5.64
10 hour Punch Pass	\$46.13
30 hour Punch Pass	\$123.00

TOWN OF WHITECOURT BYLAW NO. 1551-13

GST, where applicable, will be charged at the prevailing rate.

60 hour Punch Pass	\$230.63
Meeting Room Rental Fees	
Hourly Regular Rate	\$35.87
Hourly Non-Profit Rate	\$25.62
Daily Regular Rate	\$143.52
Daily Non-Profit Rate	\$102.52
Special Services	
Area Tarp	\$52.11/booking
Bleacher Rental	\$20.84/set/day
Bouncy Castle	\$130.26/hour
Chairs	\$1.56/chair
Facility Rental – For Profit	\$5,200.00 or 15% of profits, whichever is greater, plus 10% deposit
Facility Rental – Non-Profit	\$1,664.00
Tables	\$3.65/table
Fieldhouse Change Room/Ref Room	\$24.81/room/booking
Casual Staff	
Projector Rental	\$20.84
Stage Rental (includes set up)	\$156.32
Party Base Rental	\$104.21
25+ People	\$52.10
Facilitated Party	\$67.74
Giant Games	\$20.84
Portable Microphone	\$20.84
Portable Speakers	\$26.05
Dunk Tank	\$26.05
Dunk Tank Damage Deposit	\$100.00
Racquet Rental	\$1.90
BBQ Damage Deposit	\$100.00
Chair Rental Damage Deposit	\$100.00
Giant Games Rental Damage Deposit	\$100.00
Fieldhouse Rental Fees	
Full Surface – Youth	\$84.72
Full Surface - Adult	\$107.28
½ Fieldhouse – Youth	\$48.00
½ Fieldhouse – Adult	\$62.09
1/3 Fieldhouse – Youth	\$32.00
1/3 Fieldhouse - Adult	\$41.54

Carlan Services Community Resource Centre

Multipurpose Room	
Youth Rate	\$31.74
Adult Rate	\$37.04
Board Room (seats 8)	
Non-Profit Organization	\$15.23/hour or \$58.50/day
For Profit Organizations	\$20.30/hour or \$78.09/day

TOWN OF WHITECOURT BYLAW NO. 1551-13

GST, where applicable, will be charged at the prevailing rate.

Festival Way Rental

Damage Deposit	\$250.00
Rental Rate	\$150.00/day

Planned Giving Opportunities

Park Bench or Main Street Bench	\$2,000.00
Picnic Table	\$2,500.00
Playground Equipment	To Be Negotiated
One Kilometer of Gravel/Asphalt Trail	\$20,000.00
Sponsorship of an Event or Activity	To Be Negotiated
Rest Stop Area or View Point	To Be Negotiated

Community Spectrum Advertising Rates

Full Page	\$200.00
Half Page Horizontal	\$110.00
Half Page Vertical	\$110.00
Quarter Page	\$60.00
Front Inside Cover	\$250.00
Back Inside Cover	\$225.00
Back Outside Cover	\$250.00

Twin Arenas Facility Admission/Rental Rates: (rates listed are per hour fees)

Ice Rentals

Minor Hockey	\$95.18
Figure Skating	\$95.18
Adult – Prime	\$161.96
Adult – Non-Prime	\$134.61
Youth – Non-Prime (start time 7:00 a.m. to 4:00 p.m. weekdays)	\$68.36
Youth - Prime	\$95.18
Adult Tournament	\$149.34
Private Hockey Leagues (i.e. Junior "A")	Per Contract
Ice Rentals (Parties – Youth)	\$95.18
Ice Rentals (Parties – Adult)	\$161.96
No Ice Rental – Day Rate	\$1,063.93
No Ice Rental – Day Rate Non Profit	\$521.05
Bond Deposit	\$500.00
Public Skating Admission is currently sponsored by a local services club	
Shinney Admission Fees	
2 Years and Under	Free
3 - 12 Years	\$1.98
13 - 17 Years	\$2.98
Adult	\$4.96
Facility Sign Board – in McLeod Arena	
Installation Fee	\$50.00

TOWN OF WHITECOURT BYLAW NO. 1551-13

GST, where applicable, will be charged at the prevailing rate.

4x8 Sign Board (for one year) \$280.00

Sportfield Facility Rental Rates: (rates listed are per season fees)

Flag Football	\$394.01
Adult Soccer	\$394.01
Minor Soccer	\$198.49
Adult Ball	\$394.01
Minor Ball	\$198.49
Occasional Use	No Charge
Day Use	\$72.60
Sportfield Damage Deposit	\$250.00

Sportfield Facility Rental Rates for Tournaments:

Tournament Play – Adult	\$297.00/weekend
Tournament Play - Local Minor Ball	\$133.98
Enhanced Tournament Maintenance and Cleaning Service Options	Per Contract
Damage deposit for sport field facility rental by non-local teams	\$5,000.00
Concession facility deposit for local teams rentals	\$250.00
Bathroom facility deposit for local team rentals	\$250.00

Whitecourt Transit

Advertising Fees

Dial A Bus – Interior Signage Rates

Interior Side Panel (minimum 2 month term) \$60.00/month

Public Transit – Interior Signage Rates (terms negotiable)

Interior Side Panel (minimum 2 month term) \$60.00/month

Public Transit – Exterior Signage Rates

Tail Sign (minimum 6 month term) \$500.00/month or \$5,500.00/year

Bus Shelter Signage Rates

Board (minimum 2 month term) \$300.00-\$400.00/month depending on location

Transit Fares

Cash Fare \$3.00

Transit 10-Ticket Pass \$25.00

Adult Monthly Pass \$70.00

Senior (65+)/Youth (7-17 years of age) Monthly Pass \$40.00

Children 6 and under Free

Youth Groups \$1.00/child

Annual Student Pass – Valid September 1 to August 31 \$275.00

(Students from both school districts, post secondary institutions, and the community at large qualify)

Dial A Bus Pass \$40.00

Transportation Grant Transit Pass \$40.00

APPENDIX "C"

CORPORATE SERVICES

FOIP (Freedom of Information Protection) Requests

Where an individual is required to pay a fee for services, such fee shall be payable in accordance with the Freedom of Information and Protection of Privacy Regulation, A/R 186/2008, as amended from time to time, or any successor Regulation that sets fees for requests for information.

Forest Interpretive Centre - Rental Rates

Hourly Regular Rate	\$37.67
Hourly Non-Profit Rate	\$26.90
Daily Rate	\$150.68
Daily Non-Profit Rate	\$107.63

Hawkers & Pedlars Licence – As established by Bylaw 1462

Annual Licence Fee	\$200.00
Transfer of Licence within Company	\$25.00/licence transfer

Photocopying Service

\$0.25/page

Returned Payments

For Pre-Authorized Debit Accounts	\$25.00
For Cheque Payments	\$25.00

Taxation

Assessment Information - via fax	\$10.00 flat fee
Tax Certificates	\$25.00
Tax Recovery Notification	\$25.00

Assessment Complaint Fees

To Regional Local Assessment Review Board	\$50.00
To Regional Composite Assessment Review Board	\$650.00

Third Party Billing Fees

Administration Fee	\$20.00
Miscellaneous Labour	Fee is double the Town's costs
Materials	Cost to Town plus 20%
Equipment Rental Rates	Established by Alberta Road Builders Association Equipment Rental Rates Guide plus 20%

APPENDIX “D”**INFRASTRUCTURE****Cemetery – As established by Bylaw 1563**

Grave Lot Purchase	
Resident	\$530.00
Non-Resident	\$663.00 ³
Veteran (Field of Honour)	No Charge
Opening and Closing	
Grave opening and closing – Casket	\$597.00
Urn Opening & Closing (Monday-Friday 10:00am-4:00pm)	\$199.00
Urn Opening & Closing (after hours, weekends, holidays)	\$67.00/hour ⁴
Columbarium	
Resident	\$1,128.00 ⁵
Non-Resident	\$1,255.00 ^{3 and 5}
Veteran	\$817.00
Second Opening and Closing	\$133.00 ⁴
Second Urn Engraving	\$530.00
New Face Plate (if required)	\$199.00
Niche Vase	\$265.00
Extra Engraving (images, inlays, diamond etching)	At Cost
Transfer Application Fee	\$52.00

³ Non-Resident – someone who resides outside of Whitecourt or Woodlands County.

⁴ Opening and Closing Fees apply plus after hours and/or holiday hourly rate; weekend opening and closing for urns an additional hourly rate applies.

⁵ Cost includes engraving for the first urn, and opening and closing for the first urn. Inscription on the cover (Modified Roman Font) will consist of Surname, Given Name(s); Date(s) of Birth; Date(s) of Death; and a one-line epitaph.

Concrete and Asphalt Rubble Disposal Fee

Tandem Axle Truck	\$250.00
Tri Axle Truck	\$313.00
Tandem End Dump	\$375.00
Tridem End Dump	\$417.00
Loader Bucket	\$42.00
Pickup	\$21.00
2-Axle Trailer (light duty)	\$21.00
3-Axle Trailer (light duty)	\$31.00

Residential Waste Services – As established by Bylaw 1464

Waste Cart Replacement Fee	\$120.00
Landfill Disposal Charge	\$14.05/month
Residential Pickup	\$11.50/month

TOWN OF WHITECOURT BYLAW NO. 1551-13

GST, where applicable, will be charged at the prevailing rate.

Recycling

Residential Pickup \$10.29/month

Shallow Utility Installation on Town Land

Shallow Utility Permit Fees

Application Fee \$42.00/permit

Processing, Review and Inspection Fee \$209.00/permit

Security on Shallow Utility Installation on Town Lands

Security = Per Permit Fee + [Rate x (Width + 2m) x (Length + 2m)]

OR Security = Per Permit Fee + [Rate x (Directional Drilling Length + 2m)]

Asphaltic Pavement Excavation

Minimum Charge \$678.00/ permit

50 millimetres compacted lift \$83.00/m²

75 millimetres compacted lift \$92.00/m²

100 millimetres compacted lift \$98.00/m²

Landscaped Area Excavation

Minimum Charge \$417.00/ permit

Of established sod \$37.00/m²

Of established grass \$27.00/m²

Natural Ground \$11.00/m²

Concrete Area Excavations

Minimum Charge \$782.00/ permit

Sidewalks \$438.00/m²

250 millimetres curb and gutter \$375.00/l.m.

500 millimetres curb and gutter \$542.00/l.m.

Concrete swale \$323.00/m²

Directional Drilling

Minimum Charge \$313.00/ permit

Inside of soft surface, landscape area \$26.00/l.m.

Inside of hard surface landscape area \$42.00/l.m.

Other work not listed in the Shallow Utility Installation Fees, will be qualified based on field measurements and industry-standard costs.

Non-refundable fees for Shallow Utility Installation on Town Lands

Infrastructure Degradation

Cost of increased maintenance and/ or reduce the life of relevant infrastructure 5% of Security Total

Temporary Traffic Control Permit

Application Fee \$42.00/permit

TOWN OF WHITECOURT BYLAW NO. 1551-13

GST, where applicable, will be charged at the prevailing rate.

Transportation Routing and Vehicle Information System- Multi Jurisdiction (TRAVIS-MJ)

Overweight/Over dimension permit application fee	\$25.00
Above permit cancellation fee	\$25.00

Water & Sewer Charges – As established by Bylaw 1511

Administration Fees

Reprint Fee for Invoices, Receipts, Summary \$11.00

Late Payment 3.5% per month of outstanding balance

Camera Line Fee \$114.00

Deposits

Municipal Infrastructure Restoration Deposit \$2,500.00

Deposit for Commercial Bulk Water \$2,000.00

Deposit for Residential Bulk Water \$300.00

Special Use Fees

Temporary water supply for construction purposes and includes temporary water meter Admin fee \$90.00 plus refundable meter deposit of \$500.00 plus consumption charges

Use of designated fire hydrants and applicable apparatuses (e.g. 3" turbine water meter and back-flow preventer) to obtain bulk water Admin fee \$120.00 plus refundable deposit \$2,500.00 plus applicable bulk water rates

Operational Fees

Meter Charge (various sizes) At cost plus 20%

Meter Installation up to 25mm \$106.00

Meter Inspection over 25mm \$106.00

Service Connection Inspection Fee \$106.00

Meter Calibration / Test \$106.00

Requested Meter Reading \$42.00

Disconnection Fee \$42.00

Reconnection Fee \$42.00

After Hours Calls (outside business hours) (3 hour minimum) \$97.00/hour

No Access Fee (is charged in circumstances where a site visit was made, but access was not provided by the Owner or Occupant/Tenant) \$50.00

Service Charge

Water \$9.69/month

Sewer \$9.69/month

100% of Water Consumption charged at \$1.66/m³

Sewer Charge

Water Charges

Residential/Commercial/Industrial \$1.65/m³

Bulk Water \$9.85/m³

APPENDIX "E"**PLANNING AND DEVELOPMENT****Development Services**Land Use Bylaw, Municipal Development Plan, Area Structure Plan
Amendments

One Application \$1,445.00

If more than one bylaw for the same project is involved \$1,748.00

Subdivision \$930.00 + \$103.00/lot

Endorsement (not including Public Utility Lots) \$40.00/lot

Subdivision/Development Appeal Board

Appeal Fee (refunded if appellant wins) \$310.00

Building Permits

RESIDENTIAL/DWELLING UNITS

New Construction

Main level \$0.67/ft²Upper/Lower Level \$0.46/ft²Additions/Renovations/Basement Development \$0.42/ft² (min. \$205.00)Solid Fuel Burning Appliance (wood stove or fireplace (if not
included in new construction), hot tub/pool and rooftop solar panels) \$155.00

Demolition \$155.00

Geothermal Heating \$280.00

Accessory Building (shop, garage, shed) \$0.36/ft² (min. \$155.00)Covered Deck/Veranda \$0.36/ft² (min. \$155.00)

Uncovered Deck \$155.00

MANUFACTURED AND MODULAR HOMES

Manufactured Home Setup \$260.00

Basement Development (if on full basement) \$0.42/ft² (min. \$205.00)

Ready to Move (RTM) \$390.00

Basement Development (if on full basement) \$0.42/ft² (min. \$205.00)**COMMERCIAL/INDUSTRIAL/INSTITUTIONAL**

First \$1,000,000 construction value \$6.90 per \$1,000 construction value

\$6,900 + \$5.40/\$1000 construction value over
\$1,000,000

Over \$1,000,000 construction value \$1,000,000

Minimum Fee \$430.00

Demolitions \$230.00

OTHER BUILDING PERMIT FEES/CHARGES

Reinspection Fee \$155.00

Reopening Fee (re-inspection may be required when reopening a
permit.) \$75.00

Permit Extensions – maximum one year \$155.00

Variances (charged at a minimum of 2 hours, not subject to the SCC levy) \$128.00/hour

TOWN OF WHITECOURT BYLAW NO. 1551-13

GST, where applicable, will be charged at the prevailing rate.

CANCELLATIONS/REFUNDS

Refunds for cancelled Building Permits will be provided as follows:

Original building permit fee less \$50.00 if a drawing review has not yet been completed.

75% of original building permit fee if a drawing review has been completed.

Should any work of construction start prior to obtaining the required permit(s), the Town shall charge double the Permit Fees, to a maximum of \$500.00 surcharge per permit plus SCC Levy.

NOTE:

Add applicable Safety Code Council (SCC) to levy to each Permit Fee:

Building Permit Fee	4%
Minimum Levy	\$4.50
Maximum Levy	\$560.00

Development Permits⁶

Residential Permitted Use With Construction	\$49.00 + \$1.70/m ² (max. \$1,650)
Residential Permitted Use Without Construction	\$49.00
Non-Residential Permitted Use With Construction	\$128.00 + \$1.70/m ² (max. \$1,650)
Non-Residential Permitted Use Without Construction	\$128.00
Direct Control Application	\$368 Regular Permit fees would apply unless bylaw is being amended

Encroachment

Application Fee	\$368.00
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Municipal Planning Commission⁶

Discretionary Use (includes base permit fee)	\$368.00
Special Meeting (*plus MPC Variance/Discretionary Fee)	\$368.00

Variance⁶

Administrative (within 20%) includes base permit fee	\$190.00
Municipal Planning Commission includes base permit fee	\$368.00

⁶ Fees are doubled when Development (Work) started prior to permit/variance being issued.

Other Development Services Fees:

File Review Fee

Single Family Home	\$35.00 flat fee
Multi-Family and Non-Residential (minimum 1 hour charge)	\$85.00/hour
Environmental Review Fee (minimum 1 hour charge)	\$25.00 + 85.00/hour

Map Printing

2'x3' map - black and white	\$15.00
2' x 3' map - colour	\$25.00
3' x 5' map - black and white	\$20.00
3' x 5' map - colour	\$30.00
Map Scanning (using plotter)	\$5.00/page

TOWN OF WHITECOURT BYLAW NO. 1551-13

GST, where applicable, will be charged at the prevailing rate.

Off Site Levies – As established by Bylaw 1532

Off Site Levy rates are amended each year based on the Annual Off Site Levy Review Report

Single Family Dwelling Unit

(including manufactured homes, duplex, triplex, and four plex
developments, excluding row housing)

\$4,765.00/dwelling unit

Multi Family Dwelling Unit

(any development with 5 or more units, including row housing)

\$2,075.00/dwelling unit

Non-Residential

\$55,534.00/hectare



REQUEST FOR DECISION

Date: December 12, 2024
Meeting: December 16, 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:

- Lac Ste. Anne Foundation – March 26 & June 25, 2024
- Youth Advisory Committee – September 17, 2024
- Economic Development Committee – October 15, 2024
- Health Professionals Attraction & Retention Committee – June 12 & September 18, 2024
- FireSmart Working Group – September 18, 2024
- Community Services Advisory Board – November 12, 2024

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:



**LAC STE. ANNE FOUNDATION
BOARD MEETING MINUTES
March 26, 2024
Pleasant View Lodge – Community Center
1:00 p.m.**

1. Call to Order- 1:03 p.m. by Ross Bohnet

Present: Ross Bohnet, Sandy Morton, Bernie Poulin, Len Kwasny & Daryl Weber

Absent: Marge Hanssen, Jeremy Wilhelm, Paul Chauvet

Guest: Rae-Lee Doll RSM LLP

Staff: Dena Krysik – CAO, Robin Strome – Finance Officer

2. Approval of Agenda

Board Member Len Kwasny moves:

Motion #24-001: The Board approves the agenda as presented.

Carried

3. Board Meeting Minutes

Board Member Bernie Poulin moves:

Motion #24-002: The Board approves the December 12, 2023 Board meeting minutes as amended.

Carried

4. Financial

Board Member Darryl Weber moves:

Motion #24-003: The Board approves the 2023 Lac Ste. Anne Foundation yearend audit report by audit team RSM Canada LLP.

Carried

Board Member Len Kwasny moves:

Motion #24-004: The Board acknowledges the 2023 allowance for Doubtful Accounts in the amount of \$2828.03 as presented.

Carried

Board Member Sandy Morton moves:

Motion #24-005: The Board approves to allocate the 2022 and previous years allowance for doubtful accounts in the amount of \$1660.92 to bad debt as presented.

Carried

Board Member Len Kwasny moves:

Motion #24-006: The Board approves a 3% Cost of Living adjustment for all Lac Ste. Anne Foundation employees effective April 1, 2024.

Carried

Board Member Len Kwasny moves:

Motion #24-007: The Board approves to reallocate expenses related to the hot water tank replacement at Sprnce View Lodge in the amount of \$11,560.43 from the 2024 operating budget to 2024 Capital requisition budget.

Carried

5. New/Other Business

Board Member Bernie Poulin moves:

Motion #24-008: The Board approves the H&S COR Audit Results and action plan as presented.

Carried

Board Member Daryl Weber moves:

Motion #24-009: The Board approves the CLSA Elevator review report conducted by independent elevator consultant Vinspec Ltd. as information as presented and directs Chief Administrative Officer, Dena Krysik to provide a retrofit plan to the Board in the fall of 2024.

Carried

Board Member Darryl Weber moves:

Motion #24-010: The Board accepts LSAF Operational Review as presented.

Carried

6. Information Items

Board Member Bernie Poulin moves:

Motion #24-011: The Board accepts items 7a, 7b, 7c, 7d and 7e for the March 26, 2024 meeting as information.

Carried

7. In Camera

8. Date Place & Time of Next Meeting

All Board members move:

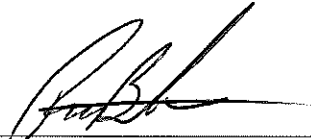
Motion #24-012: The next Board Meeting is on June 25, 2024 at Pleasant View Lodge Community Center.

Carried


9. Adjournment

The Chair declares that as all matters have been attended to the meeting is now adjourned at 3:30 pm.

Carried



Chairperson



Date



Chief Administrator Officer



Date

LAC STE. ANNE FOUNDATION
BOARD MEETING MINUTES
June 25, 2024
Chateau Lac Ste. Anne – Family Dining Room
1:00 p.m.

1. Call to Order- 12:58 p.m. by Ross Bohnet

Present: Ross Bohnet, Marge Hanssen, Bernie Poulin, Daryl Weber & Jeremy Wilhelm (Zoom)

Absent: Sandy Morton, Len Kwasny, Paul Chauvet

Guest:

Staff: Dena Krysik – CAO, Robin Strome – Finance Officer, Christine Lafreniere – Recording Secretary

2. Approval of Agenda

Board Member Bernie Poulin moves:

Motion #24-013: The Board approves the agenda as presented.

Carried

3. Board Meeting Minutes

Board Member Marge Hanssen moves:

Motion #24-014: The Board approves the March 26, 2024 Board meeting minutes as amended.

Carried

4. Financial

Board Member Marge Hanssen moves:

Motion #24-015: The Board approves the Quarterly Financial Reports at May 31, 2024 as presented.

Carried

Board Member Bernie Poulin moves:

Motion #24-016: The Board approves to ratify the decision via email on April 18th to approve the terms of the CMHC grant application for the Spruce View Lodge

Greener Affordable Housing grant fund in the amount of \$60,000 to complete energy and building condition assessments.

Carried

Board Member Daryl Weber moves:

Motion #24-017: The Board approves to reinvest \$2,062,214.42 of the revenue received from the community housing sales into a GIC for a term of 365 days as presented at 4.55%.

Carried

Board Member Bernie Poulin moves:

Motion #24-018: That the Board directs the Chief Administrative Officer to initiate a request for proposal to obtain external financial audit services for a 4 year term as presented.

Carried

Board Member Daryl Weber moves:

Motion #24-019: The Board moves to defer the LSAF Group Benefit Renewal and directs the Chief Administrative Officer to review alternate options and provide a report for review and consideration at the September 24th meeting.

Carried

5. New/Other Business

Board Member Marge Hanssen moves:

Motion #24-020: The Board approves to proceed with the Geotechnical survey and Structural assessment at the Pleasant View Lodge as presented to a maximum cost of \$22,000 to be allocated from the 2024 Capital Expense Budget.

Carried

Board Member Daryl Weber moves:

Motion #24-021: The Board approves to install the new computer equipment and software in the amount of \$31,250.11 to be allocated from the 2024 Capital Expense Budget.

Carried

Board Member Bernie Poulin moves:

Motion #24-022: The Board approves to ratify the email decision of April 22, 2024 to submit a letter to Minister LaGrange addressing LSAF concerns regarding the directive for all contracted service providers with AHS to be accredited by June 2025.

Carried

Board Member Marge Hanssen moves:

Motion #24-023: The Board approves the applicable revised business plan appendixes for submission to the AB Government as presented.

Carried

6. Information Items

Board Member Bernie Poulin moves:

Motion #24-024: The Board accepts items 7a, 7b, 7c, 7d and 7e for the June 25, 2024 meeting as information.

Carried

7. In Camera

Board Member Jeremy Wilhelm moves:

Motion #24-025: The Board Moves to go into Camera at 1:34 pm.

Carried

Board Member Jeremy Wilhelm moves:

Motion #24-026: The Board Moves to come out of Camera at 1:44 pm.

Carried

Board Member Bernie Poulin moves:

Motion #24-027: The Board directs the Chief Administrative Officer to seek feedback from the LSAF Board Members regarding the Project and Financial Planning Considerations – Interim Executive Summary Report and bring forth amendments to the September 24th Board Meeting for review and approval.

Carried

8. Date Place & Time of Next Meeting

All Board members move:

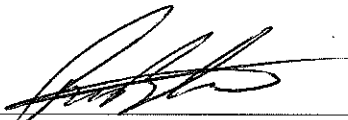
Motion #24-028: The next Board Meeting is on September 24, 2024 location to be determined.

Carried

9. Adjournment

The Chair declares that as all matters have been attended to the meeting is now adjourned at 1:50 pm.

Carried



Chairperson

September 29/24
Date



Chief Administrator Officer

September 29/24
Date

**MINUTES OF THE REGULAR MEETING OF THE
Youth Advisory Committee**
held on Tuesday, September 17, 2024
Allan & Jean Millar Centre in the
Crown & Anchor Pub Meeting Room 4:00 p.m.

Present:	L. Boudreau, L. Glidden, B. Holloway, D. Holloway, K. Jeon, K. Johnson; C. Lai, A. Lapointe, K. Steinke, Youth Development Coordinator E. Harper, Recording Secretary K. Grywacheski.
Call to Order and Designation of Chair:	The Meeting was called to order at 4:00 p.m. by E. Harper with K. Johnson presiding as Chair.
Adoption of Agenda:	Item 9 a.) Committee Liaisons was added to the agenda. <u>24-040 Moved by L. Glidden:</u> That the Agenda be adopted as amended. <p style="text-align: right;">- CARRIED</p>
Adoption of Minutes from May 28, 2024:	<u>24-041 Moved by B. Holloway</u> That the Minutes from the May 28, 2024 Regular Meeting of the Youth Advisory Committee be adopted as presented. <p style="text-align: right;">- CARRIED</p>
Recap of Strategic Goals:	The Youth Development Coordinator reviewed the strategic goals completed during the term. Goal #1-Connecting youth with seniors was completed with intergenerational events. Goal #2-Connecting youth in the community was completed with a community-wide pool party. Goal #3-Replacement of sports equipment at the Allan & Jean Millar Centre. Committee members met with the Recreation Coordinator and received information on the process for equipment replacement. This goal did not proceed further due to staff changeover. The Youth Development Coordinator suggested discussing this more with the new Committee at the next strategic planning meeting. <u>24-042 Moved by C. Lai</u> That the Recap of Strategic Goals be accepted as information. <p style="text-align: right;">- CARRIED</p>
2024 / 2025 Applicants:	The Youth Development Coordinator distributed applications to the Committee for the next term. It was noted that current Committee members do not need to provide references. And that the application deadline was October 15, 2024. <u>24-043 Moved by L. Boudreau</u> That the 2024 / 2025 applicants item be accepted as information. <p style="text-align: right;">- CARRIED</p>
Enabling Accessibility Fund:	L. Boudreau explained the process of partnering with a small business owner to apply for an accessibility grant. Through this process, the ECHO Society was able to obtain funds to purchase and install buttons for automatic doors.

24-044 Moved by L. Glidden

That the Enabling Accessibility Fund be accepted as information.

- CARRIED

Upcoming Youth Events:

The Youth Development Coordinator presented upcoming youth events:

- Yoga - every Wednesday during October
- Dodgeball Tournament - October 11
- Teen Halloween Dance - October 18
- Citadel Theatre Trip - November 30

24-045 Moved by K. Steinke

That the Upcoming Youth Events be accepted as information.

- CARRIED

Strategic Planning Meeting:

The Committee agreed the time and date of the 2023 strategic planning meeting worked well and it was decided the 2024 strategic planning meeting should be scheduled at a similar time and date. That information will be decided at the first Youth Advisory Meeting with the new Committee.

24-046 Moved by L. Boudreau

That the Strategic Planning Meeting item be accepted as information.

- CARRIED

Council Presentation Monday, December 16:

The Youth Development Coordinator explained that representatives from the Youth Advisory Committee were required to make a presentation to Council on Monday, December 16 on the Committee's priorities. It was noted that representatives to present would be chosen from the new Committee.

24-047 Moved by A. Lapointe

That the Council Presentation item be accepted as information

- CARRIED

Committee Liaisons:

L. Glidden presented a report from the Community Services Board meeting held Tuesday, September 10.

24-048 Moved by L. Boudreau

That the Committee Liaisons item be accepted as information

- CARRIED

Next Youth Advisory Meeting:

The next Youth Advisory Committee meeting was scheduled for Tuesday, November 26, 2024 at 4:00 p.m. It was noted the meeting may be rescheduled for 4:30 p.m.

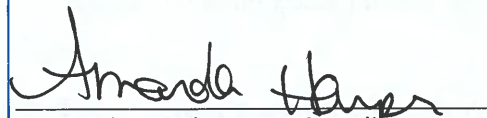
- CARRIED

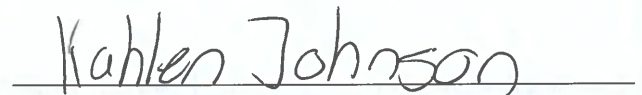
Adjournment:

24-049 Moved by K. Steinke

That the Youth Advisory Committee be adjourned. Time: 4:28 p.m.

- CARRIED


Youth Development Coordinator:
Emma Harper


Chair: Kahlen Johnson

**MINUTES OF THE REGULAR MEETING OF
Whitecourt Economic Development Committee**
Held on Tuesday, October 15, 2024
at the Town of Whitecourt Large Board Room at 1:30 p.m.

- Present: Chair: Strebchuk; Vice-Chair: Sawyer; Members: Chauvet, Lanctot, McKennitt, Pickard, St. Pierre; CAO: Smyl; Economic Development Officer: Woods; Recording Secretary: Jesso.
- Call to Order: The Meeting was called to order with Chair Strebchuk presiding. Time: 1:30 p.m.
- Adoption of Agenda: 24-055 Moved by Member Pickard
That the Agenda be adopted as presented.
- CARRIED.
- Minutes from the June 18, 2024 Regular Meeting: 24-056 Moved by Member Lanctot
That the Minutes from the June 18, 2024 Regular Meeting be adopted as presented.
- CARRIED.
- 2024 Small Business Week Events: Administration presented the Small Business Week Events and noted the Town of Whitecourt, Woodlands County, Community Futures Yellowhead East, Alberta Government and the Whitecourt & District Chamber of Commerce had partnered to host a training workshop and celebration night for small businesses during Small Business Week:
24-057 Moved by Member Chauvet
That the Economic Development Committee authorize members to attend the Small Business Week Appreciation Night scheduled for Friday, October 25, 2024.
- CARRIED.
- Alberta Advantage Immigration Program (AAIP) – Rural Renewal Stream Update: The Committee discussed the Rural Renewal Stream that supports the attraction and retention of newcomers and workforce development needs in the community. A comprehensive review was completed and based on the review and new tools available that would assist with addressing specific concerns and challenges with the program, it was recommended that the program continue until July 2025.
24-058 Moved by Member Lanctot
That the Economic Development Committee accept the Alberta Advantage Immigration Program (AAIP) – Rural Renewal Stream Update as information.
- CARRIED.
- Business Market Analysis Attraction & Retention Strategy: The Committee reviewed the Business Market Analysis Attraction & Retention Strategy item and it was noted that seven proposals were received. Based on the scoring matrix outcomes and positive reference checks, it was recommended that the Business Market Analysis Attraction & Retention Strategy Project be awarded to FBM Planning Ltd.
24-059 Moved by Member Chauvet
That the Economic Development Committee make a recommendation to Council that the Business Market Analysis Attraction & Retention Strategy Project be awarded to FBM Planning Ltd. For \$77,925 plus GST.
- CARRIED.

2025 Draft Economic Development & Tourism Strategic Plan:

The Committee reviewed the DRAFT 2025 Economic Development and Tourism Strategic Plan and noted that the Plan represented the action items and goals identified in the planning session well.

24-060 Moved by Member Lanctot

That the Economic Development Committee approve the 2025 Economic Development and Tourism Strategic Plan and forward to Policies and Priorities for consideration and approval.

- CARRIED.

Whitecourt & District Chamber of Commerce Request for Funding:

Administration received a request for 2025 budget considerations from the Whitecourt & District Chamber of Commerce for financial support. It was noted that the Whitecourt & District Chamber of Commerce was open to feedback for recognition requests and opportunities in return. Committee members noted that a presentation from the Whitecourt & District Chamber of Commerce at the next meeting would be beneficial before forwarding a recommendation to Council for consideration during budget deliberations.

24-061 Moved by Member Lanctot

That the Economic Development Committee accept the Whitecourt & District Chamber of Commerce request for funding as information.

- CARRIED.

Christmas is for Kids Funding Reallocation Request:

Member McKennitt joined the meeting. Time: 1.47 p.m.

It was reported that the "Christmas is for Kids" event hosted by the Whitecourt & District Chamber of Commerce would be returning for 2024. A funding request was made to support the event. It was noted that the Economic Forum did not move forward in 2024 and there was currently \$1,500 that could be reallocated to support the event.

24-062 Moved by Member Lanctot

That the Economic Development Committee reallocate project funding from the 2024 Economic Development Budget in the amount of \$1,500.00 from the Economic Forum to the 2024 Christmas is for Kids Event.

- CARRIED.

Whitecourt Wolverines Request for Funding:

The Committee discussed the Whitecourt Wolverines funding request and discussed the economic benefit to the community. It was noted the exposure that the Whitecourt Wolverines provided through their activities has been a great benefit to the community. The AJHL is a well-known league and the team traveled throughout the province where they displayed the Whitecourt brand.

24-063 Moved by Member Pickard

That the Economic Development Committee provide a recommendation to Town Council during budget deliberations to continue the partnership providing \$20,000 and Allan & Jean Millar Centre memberships for 25 players for a three-year term to support the Whitecourt Wolverines.

- CARRIED.

Economic Development Officer (EDO) Update – Verbal Report:


Administration provided an update on economic development initiatives and projects underway.

24-064 Moved by Member Chauvet

That the Economic Development Committee accept Economic Development Officer (EDO) Update – Verbal Report as information.

- CARRIED.

- Information Items:** The Committee reviewed the information items included in the agenda package.
- 24-065 Moved by Member Chauvet
That the Economic Development Committee accept the Information Items as information.
- CARRIED.
- Blue Sky Discussion:** Member Pickard provided feedback received from a wildfire conference he attended in Prince George, BC and noted the Town of Whitecourt had a positive reputation within the forestry industry. Member Pickard discussed feedback received from the Healthcare Professionals Attraction & Retention conference and relayed information received from the Canadian Rail Advocacy Alliance and their appreciation of the Town's support. It was noted that 18% of Whitecourt's workforce was in the rail industry.
- Member St. Pierre noted that the economic outlook seemed to be improving and that public spending and financial planning was increasing.
- Member McKennitt provided an update regarding upcoming Chamber events, including Trunk or Treat, which had an estimated 1,300 attendees in 2023. Member McKennitt noted that the workforce was also trending upward, but that bigger companies had referenced the upcoming elections as factors in budgeting.
- Member Strebchuk discussed the Tourism Committee that was established by the Chamber and noted a meeting to present their Terms of Reference would be beneficial regarding tourism plans, synergies and opportunities.
- Member Sawyer advised that the Whitecourt & District Chamber of Commerce was holding their second meeting with tourism operators and stakeholders to discuss experience tourism opportunities targeting Edmonton.
- Date of Next Meeting:** The next Regular Meeting of the Economic Development Committee is scheduled for November 19, 2024.
- CARRIED.
- Adjournment:** 24-066 Moved by Member Sawyer
That the Regular Meeting of the Economic Development Committee be adjourned.
Time: 2:25 p.m.
- CARRIED.



Chair

**MINUTES OF THE REGULAR MEETING OF
Health Professionals Attraction and Retention Committee (HPARC)**
held on Monday, June 12, 2024
at the Town of Whitecourt Large Board Room – 12:00 p.m.

Present:	Chair Belke; Members Schlosser, Madsen, Robinson, Thachuk, Kusch, Roszko, Ojedokun, and Halladay; Mayor Pickard, and Economic Development Officer Woods
Call to Order:	The Meeting was called to order by Chair Belke. Time 12:09 p.m.
Adoption of Agenda:	<u>24-015 Moved by Member Madsen</u> That the Agenda be accepted as presented.
Minutes from May 6, 2024 Regular Committee Meeting:	<u>24-016 Moved by Member Halladay</u> That Minutes from the January 31, 2024 Regular Committee Meeting be accepted as presented.
Visitors & Delegations: MLA for West Yellowhead, Alberta's Parliamentary Secretary for Rural Health, Martin Long and Assistant Deputy Minister, Christine Sewell	MLA for West Yellowhead, Alberta's Parliamentary Secretary for Rural Health, Martin Long was in attendance and provided an update to the Committee in regards to rural health care initiatives and supports for potential future hospital expansion or new development in Whitecourt and future health care services in the region. Assistant Deputy Minister, Christine Sewell provided an update on the budget process and engaged with committee members to hear feedback in regards to challenges with healthcare recruitment and attraction in the Town of Whitecourt. The Committee presented feedback from local healthcare professionals on the lack of health care services and how this impacted retention of local physicians, nurses, and other health care professionals.
Business Arising from Business & Delegations:	<u>24-017 Moved by Member Schlosser</u> That the Health Professionals Attraction and Retention Committee recognize the Visitors and Delegations and thank MLA Martin Long and Deputy Assistant Christie Sewel for attending the June 12 Committee Meeting.
2024 Project Planning:	Administration reviewed the project list and members discussed the following items: <ul style="list-style-type: none">• Local art projects to display in the hallway for display in September;• Welcome packages were readily available and the medical student welcome packages would be available for the Fall intake;• Rural Health Week Baskets were delivered for Rural Health Week;• Let's Go Rural event application had been approved and would be hosted in Whitecourt in June with the date to be determined;• Annual HPARC Family Barbeque event and task list to be forwarded to Committee members vis email;• Activities & events for health care professionals and their families; and• Cooking classes to be scheduled as a Spring event for consideration. <u>24-018 Moved by Member Robinson</u> That the Health Professionals Attraction and Retention Committee approve the purchase of 22 picture frame displays to accommodate the art work for the hallways in the Whitecourt Healthcare Centre (Hospital). - CARRIED.
Blue Sky Discussion:	The Committee discussed the Regional Advisory Councils for Health and it was noted that the Tamarack Health Advisory Council was dissolving. It was reported that the Alberta Government was working to refocus the provinces health care system and was creating 12 Regional Advisory Councils to bring forward local priorities and give

input on ways to improve health care systems. It was noted that an online application package was developed for those interested in applying. A resume and supporting documents must be received by October 11, 2024. It was reported that applicants most suited for the council member role would be contacted for an interview and successful applicants would be appointed to one of the councils in the regions where they reside. It was noted that with the Tamarack Health Advisory Council dissolving Member Baker would no longer be attending the HPARC meetings as a representative. Members shared their appreciation for Member Baker's time and passion on the committee.

24-019 Moved by Member Halladay

That Administration forward the information link to members interested in applying to participate in the Regional Health Advisory Council.

- CARRIED.

Information Items:

24-020 Moved by Member Madsen

The following items were included for information items:

- Rural Health Workforce and Retention Grant Application
- Alberta Health Services Memorandum dated May 31, 2024

24-021 Moved by Member Madsen

That the Health Professionals Attraction & Retention Committee accept the information items as information.

- CARRIED

Date of Next Meeting:

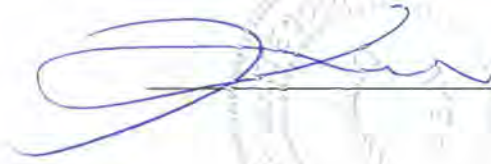
The next meeting date is scheduled for September 18 at Noon at the Town Office, Large Boardroom.

Adjournment:

24-022 Moved by Member Schlosser

That the Regular Meeting of the Health Professionals Attraction and Retention Committee be adjourned. Time 1:32 p.m.

- CARRIED.



Chair

**MINUTES OF THE REGULAR MEETING OF
Health Professionals Attraction and Retention Committee (HPARC)**
held on Wednesday, September 18, 2024
at the Town of Whitecourt Large Board Room – 12:00 p.m.

Present: Chair Belke; Members Halladay, Kusch, Madsen, Robinson, Thachuk; Economic Development Officer Woods; and Recording Secretary Jesso.
Resource/Support: RhPAP Rural Community Consultant Fagnan

Absent: Members Machuk, Roszko, Schlosser

Call to Order: The Meeting was called to order by Chair Belke. Time 12:10 p.m.

Adoption of Agenda: 24-023 Moved by Member Kusch
That the Agenda be adopted as presented. - CARRIED

Minutes from June 12, 2024 Regular Committee Meeting: 24-024 Moved by Member Robinson
That Minutes from the June 12, 2024 Regular Meeting be adopted as presented. - CARRIED

Community Update – EDO Verbal Report: Administration provided an update on projects and advocacy items. It was noted that two new medical students were welcomed to the community and provided with recreation passes and a complimentary meal at a local restaurant. Administration advised that the confidential Needs Assessment for the hospital was submitted to the Province and Alberta Health Services, and a meeting set for discussion in October.

The Committee discussed feedback received from the Annual Family BBQ, noting that 133 meals were served and the event was well attended. Administration noted that the Bylaw 1570 Council Committees – Schedule “F” Health Professionals Attraction & Retention Committee would be going to a future Council meeting and an update would be provided at the next meeting.

24-025 Moved by Member Halladay
That the Health Professionals Attraction and Retention Committee accept the Community Update – EDO Verbal Report as information. - CARRIED

2024-2025 Project List & Committee Discussion: Administration reviewed the 2024 Project List and discussed opportunities for 2025. Administration noted the project list is a working document for the Committee to reference tasks and identify resources needed. The Committee discussed the importance of ongoing retention opportunities for health professionals in the community and suggested delivering New Year greeting cards during the week of January 13-17, 2025.

Chair Belke provided an update on the Beautification for Hospital Hallways, noting that all of the artwork has been posted in the hospital.

The Committee discussed setting a recurring date for the Annual HPARC Family BBQ and suggested the second Thursday of September each year. Member Robinson suggested having a bad weather back-up plan for next year, and it was suggested to book the Forest Interpretive Centre as a back-up location for 2025.

24-026 Moved by Member Robinson

That the Annual Health Professionals Attraction and Retention Committee Family BBQ be held on the second Thursday of September each year, beginning September 11, 2025.

- CARRIED

24-027 Moved by Member Madsen

That the Health Professionals Attraction and Retention Committee deliver New Year greeting cards to local health professionals on January 15, 2025.

- CARRIED

24-028 Moved by Member Kusch

That the Health Professionals Attraction and Retention Committee accept the 2024-2025 Project List as updated.

- CARRIED

Blue Sky Discussion:

Chair Belke reiterated the positive feedback received from the Annual HPARC BBQ. Chair Belke noted an opportunity to nominate Dr. Halladay for an award for 10 years in the community.

Member Masen reported that Dr. Pearson is impressed by the amount of community support she has received.

Member Thachuk advised that Alicia Randall will be replacing her as the Alberta Health Services Committee Representative. Members shared their appreciation for Member Thacuk and her time on the Committee.

RhPAP Rural Community Consultant Fagnan provided an update on the Let's Go Rural Event for students interested in healthcare. Member Robinson volunteered to be an Integration Liaison for RhPAP.

- CARRIED

Date of Next Meeting:

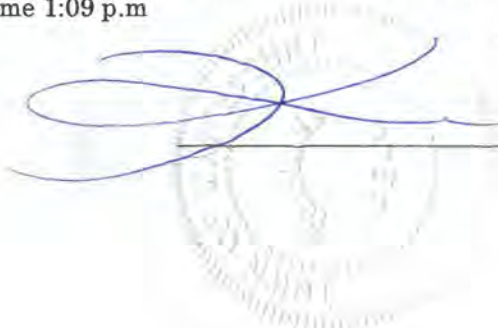
The next meeting date is scheduled for November 27, 2024 at Noon at the Town Office, Large Boardroom.

Adjournment:

24-029 Moved by Member Thachuk

That the Regular Meeting of the Health Professionals Attraction and Retention Committee be adjourned. Time 1:09 p.m

- CARRIED



Chair

**MINUTES OF THE REGULAR MEETING OF
Whitecourt FireSmart Working Group
Wednesday, September 18, 2024 at 12:00 p.m.
Town of Whitecourt Fire Hall – Training Classroom**

Present: Chair: Mike Hudson; Members: Tara Baker, Drew Hadfield, Jennine Loberg, Brian Wynn; Director of Community Safety: Lee Hardman; Recording Secretary: Rhiannon Bisson.

Absent: Member: Mike Penner.

Call to Order: The Meeting was called to order with Chair M. Hudson presiding. Time: 12:15 p.m.

Adoption of Agenda: 24-017 Moved by: T. Baker
That the Agenda be adopted as amended with an addition of item 4.a – Intact Municipal Climate Resiliency Grant.

- CARRIED.

Adoption of Minutes from the June 12, 2024 Regular Meeting: 24-018 Moved by: J. Loberg
That the Minutes from the June 12, 2024 Regular Meeting be adopted as presented.

- CARRIED.

Grant Updates: Director L. Hardman presented the Grant Updates to the Working Group.
24-019 Moved by: D. Hadfield
That the Whitecourt FireSmart Working Group accept the Grant Updates as information.

- CARRIED.

Intact Municipal Climate Resiliency Grant: Member B. Wynn presented the Intact Municipal Climate Resiliency Grant item to the Working Group.
It was noted that the deadline to apply for the Grant is set for January 2025.
24-020 Moved by: T. Baker support
That the Whitecourt FireSmart Working Group ~~authorize~~ Administration to apply for the Intact Municipal Climate Resiliency Grant.

- CARRIED

Review of the Mitigation Strategy Implementation Plan: The Working Group reviewed the Mitigation Strategy Implementation Plan and provided updates on projects.
24-021 Moved by: B. Wynn
That the Whitecourt FireSmart Working Group accept the Mitigation Strategy Implementation Plan as amended.

- CARRIED.

Round Table: Member T. Baker exits the meeting. Time: 1:19 p.m.
The Working Group had a brief Round Table to provide updates on FireSmart related projects and initiatives.

Next Meeting
Date:

The next Regular Meeting of the Whitecourt FireSmart Working Group was scheduled for Wednesday, December 4, 2024 at 12:00 p.m.

Adjournment:

24-022 Moved by: J. Loberg
That the Regular Meeting of the Whitecourt FireSmart Working Group be adjourned.
Time: 1:24 p.m.

- CARRIED.



Mike Hudson
Chair

**MINUTES OF THE REGULAR MEETING OF
Community Services Advisory Board**
Tuesday, November 12, 2024 at 7:00 p.m.
Allan & Jean Millar Centre – Crown & Anchor Pub Boardroom

Present: Members: Dave Arcand, Kayla Heeley, Jennifer Keay, Brigitte Moore, Derek Schlosser, Crystal Szybunka, Jeremy Wilhelm; Director of Community Services: Chelsea Grande; Recording Secretary: Rhiannon Bisson.

Call to Order: The Meeting was called to order with Chair B. Moore presiding. Time: 7:03 p.m.

Adoption of Agenda: 24-068 Moved by: D. Schlosser
That the Agenda be adopted as presented. - CARRIED.

Adoption of Minutes from the October 8, 2024 Regular Meeting: 24-069 Moved by: D. Arcand
That the Minutes from the October 8, 2024 Regular Meeting be adopted as presented. - CARRIED.

Adoption of Minutes from the October 17, 2024 Special Meeting: 24-070 Moved by: D. Arcand
That the Minutes from the October 17, 2024 Special Meeting be adopted as presented. - CARRIED.

Appointment of Board Chair and Vice-Chair: 24-071 Moved by: D. Arcand
That Dave Arcand be appointed Community Services Advisory Board Chair to serve a term of November 2024 – October 2025.

No further nominations were presented. - CARRIED.

24-072 Moved by: D. Arcand
That Brigitte Moore be appointed Community Services Advisory Board Vice-Chair to serve a term of November 2024 – October 2025.

No further nominations were presented. - CARRIED.

Chair D. Arcand assumed the role of Chair for the remainder of the meeting, and thanked Member B. Moore for her service as chair from December 2023 to October 2024.

Outdoor Rink Request: Director of Community Services C. Grande presented the Outdoor Rink Request item to the Board.

The Board discussed the request, and unanimously felt that the outdoor rink located at Percy Baxter School adequately serves the neighbourhood that the Outdoor Rink Request came from.

24-073 Moved by: J. Wilhelm
That the Community Services Advisory Board recommend that the Sportfield Master Plan remain unchanged. - CARRIED.

Alberta
Recreation and
Parks Association
(ARPA)
Conference
Update:

Director of Community Services C. Grande invited Member D. Schlosser to provide highlights from the Alberta Recreation & Parks Association (ARPA) Conference.

Member D. Schlosser noted that Whitecourt's Sportfield Master Plan received kudos from various communities that were in attendance at the Conference.

It was noted that the Town of Lacombe has implemented a Skate Park Mentorship Program, in which high school students can mentor younger children at the local skate park to earn school credit. Since the introduction of the program, the community has seen a reduction in garbage and tagging.

It was noted that some communities have implemented free seniors' access passes at their local recreation centres to encourage the senior population to get active. The Board expressed interest in exploring this as an option to revisit at the 2025 Community Services Advisory Board Planning Session.

24-074 Moved by: B. Moore

That the Community Services Advisory Board accept the Alberta Recreation and Parks Association (ARPA) Conference Update as information.

- CARRIED.

Information
Items:

Director of Community Services C. Grande presented highlights from the October 2024 Coordinator Reports to the Board.

Member J. Wilhelm provided an update on the Woodlands' County Community Services Committee's upcoming projects & Committee highlights:

- The Whitecourt P.O.W.E.R Group presented the 'Elephant in the Room' campaign to the Committee.
- The Committee has a Rural Community Connections Grant. Woodlands County residents can apply to host a community event within the County and receive up to \$500.00 in funds to cover expenses.
- The Committee is slating to award additional funds to the Whitecourt Horse Club to assist with the Club's start up.
- The Committee is recommending that Woodlands County Council award the 2025 Community Group Capital Grants to the Whitecourt & District Agricultural Society in the amount of \$12,418.12, and to the Fort Assiniboine Agricultural Society in the amount of \$44,583.80.
- The Committee is in the process of approving two, Post-Secondary Bursaries to Woodlands County residents.
- Two members of the Woodlands County Community Services Committee are slated to attend the Family Community Support Services Association of Alberta (FCSSAA) Conference in Edmonton, Alberta from November 13-15, 2024.

Director of Community Services C. Grande noted that all Members of the Community Services Advisory Board are encouraged to review the Community Services Advisory Board 2024-2025 Orientation Package due to updates in legislation.

Director of Community Services provided background information on upcoming events, including the Whitecourt Council Committee Volunteer Appreciation Night, Christmas Tree Light Up, Whitecourt & District Chamber of Commerce Santa Claus Parade, Night at the North Pole, Transit Twinkle Tours, and the 2025 Party In The Park event.

24-075 Moved by: D. Schlosser

That the Community Services Advisory Board accept the Information Items as information.

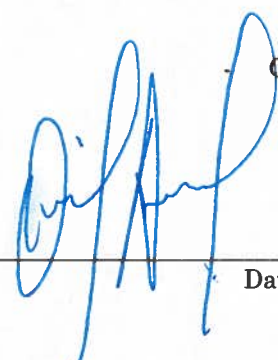
- CARRIED.

Adjournment:

24-076 Moved by: J. Wilhelm

That the Regular Meeting of the Community Services Advisory Board be adjourned.
Time: 7:45 p.m.

- CARRIED.



Dave Arcand
Chair



REQUEST FOR DECISION

Date: December 12, 2024
Meeting: December 16, 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 December 16, 2024 Council package as information items:

- a. Town Accounts – Cheques 90642 – 90924 (Council Members to contact the Director of Corporate Services prior to Regular Meeting with any questions regarding Town accounts);
- b. December 2, 2024 - Letter from Public Safety and Emergency Services re Policing Servicing Grant;
- c. Thank You from Royal Canadian Legion Branch No. 44;
- d. Chamber of Commerce President's Gala – January 25, 2025;
- e. Town of Whitecourt 2024 Press Releases:
 - i. November 27 – Whitecourt Town Council Update;
 - ii. November 27 – Whitecourt Receives Provincial Support to Construct a Community Fireguard;
- f. Woodlands County 2024 Press Releases:
 - i. December 6 – Woodlands County Council Recap – December 4;
- g. Mayor's Calendar; and
- h. 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

Page: 1

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User Date: 12/12/24

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Cheque Number First
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Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
90642	A CHARM001	A CHARMED AFFAIR	11/26/24	SCOTIA	PMCHQ00003170	\$832.12
90643	ABFIR001	ALBERTA FIRE CHIEFS ASSOCIATIO	11/26/24	SCOTIA	PMCHQ00003170	\$343.43
90644	ABMUN004	ASSOCIATION OF ALBERTA MUNICIP	11/26/24	SCOTIA	PMCHQ00003170	\$472.50
90645	ALVA002	ALVAREZ, DAWN	11/26/24	SCOTIA	PMCHQ00003170	\$39.90
90646	ANDR001	KIM ANDRUSIAK	11/26/24	SCOTIA	PMCHQ00003170	\$900.00
90647	BIZIER003	BIZIER, JAELYNE	11/26/24	SCOTIA	PMCHQ00003170	\$10.00
90648	BLOCK001	BLOCK ELECTRIC (1987) LTD.	11/26/24	SCOTIA	PMCHQ00003170	\$158.50
90649	CANADR001	CANADIAN RECREATION SOLUTIONS	11/26/24	SCOTIA	PMCHQ00003170	\$260.40
90650	CANN002	CANNIFF AND ASSOCIATES	11/26/24	SCOTIA	PMCHQ00003170	\$400.00
90651	CANTIRE001	M & J TOUROND ENTERPRISES INC.	11/26/24	SCOTIA	PMCHQ00003170	\$1,446.20
90652	CATER001	CATERING BY MAMA GRAY'S KITCHE	11/26/24	SCOTIA	PMCHQ00003170	\$638.00
90653	CITY017	CITY FURNITURE WHITECOURT	11/26/24	SCOTIA	PMCHQ00003170	\$5,117.66
90654	CONE002	CONE, NICOLE	11/26/24	SCOTIA	PMCHQ00003170	\$32.75
90655	CORL002	CORLEY-SMITH, ALEX	11/26/24	SCOTIA	PMCHQ00003170	\$172.00
90656	CRISIS001	CRISIS & TRAUMA RESOURCE INSTI	11/26/24	SCOTIA	PMCHQ00003170	\$627.90
90657	ELLIS004	ELLIS, ASHLEY	11/26/24	SCOTIA	PMCHQ00003170	\$38.53
90658	FIREHALL001	FIREHALL BOOKSTORE	11/26/24	SCOTIA	PMCHQ00003170	\$968.78
90659	GREEN009	GREEN, TAYA	11/26/24	SCOTIA	PMCHQ00003170	\$73.29
90660	GRY001	GRYWACHESKI, KARA	11/26/24	SCOTIA	PMCHQ00003170	\$84.44
90661	HARF003	HARPER, AMANDA (EMMA)	11/26/24	SCOTIA	PMCHQ00003170	\$25.00
90662	HEARN001	HEARN, LISA	11/26/24	SCOTIA	PMCHQ00003170	\$12.30
90663	INDIGO001	INDIGO COUNSELLING AND CONSULT	11/26/24	SCOTIA	PMCHQ00003170	\$3,475.00
90664	JUST003	JUST PEACHY ARTS AND CRAFTS	11/26/24	SCOTIA	PMCHQ00003170	\$80.00
90665	LONG004	LONGMIRE, ROBERT	11/26/24	SCOTIA	PMCHQ00003170	\$329.23
90666	MALM001	MALMQUIST, ANDREW	11/26/24	SCOTIA	PMCHQ00003170	\$2,989.17
90667	MCAL001	MCALLISTER LLP	11/26/24	SCOTIA	PMCHQ00003170	\$203.90
90668	MCDON006	MCDONALD, DWAYNE	11/26/24	SCOTIA	PMCHQ00003170	\$232.91
90669	MCDONA002	MCDONALD PHONE SERVICE	11/26/24	SCOTIA	PMCHQ00003170	\$137.55
90670	MCLA005	MCLAREN, SHANE	11/26/24	SCOTIA	PMCHQ00003170	\$600.00
90671	MERL001	MERLIN SHREDDING INC	11/26/24	SCOTIA	PMCHQ00003170	\$367.50
90672	MIFF001	MIFFLIN, SHELLY	11/26/24	SCOTIA	PMCHQ00003170	\$214.44
90673	MIKE001	13457770 CANADA LTD	11/26/24	SCOTIA	PMCHQ00003170	\$157.84
90674	MINI009	MINI, BRENT & SUSAN	11/26/24	SCOTIA	PMCHQ00003170	\$266.91
90675	MITCH005	MITCHELL, ANGELA	11/26/24	SCOTIA	PMCHQ00003170	\$70.00
90676	MPA001	MPA ENGINEERING LTD	11/26/24	SCOTIA	PMCHQ00003170	\$5,050.50
90677	MPE002	MPE ENGINEERING LTD	11/26/24	SCOTIA	PMCHQ00003170	\$11,439.75
90678	NORTHBUS001	NORTHERN ALBERTA BUS LINES LTD	11/26/24	SCOTIA	PMCHQ00003170	\$787.50
90679	NORTOO4	NORTHERN METALIC SALES	11/26/24	SCOTIA	PMCHQ00003170	\$906.36
90680	PUROLA001	PUROLATOR INC.	11/26/24	SCOTIA	PMCHQ00003170	\$181.01
90681	RARI001	RARICK, JOLENE	11/26/24	SCOTIA	PMCHQ00003170	\$300.00
90682	ROLL002	ROLLHEISER, ERIN	11/26/24	SCOTIA	PMCHQ00003170	\$64.04
90683	SILV001	SILVACOM LTD.	11/26/24	SCOTIA	PMCHQ00003170	\$10,951.50
90684	SUPER006	SUPERIOR SAFETY CODES INC.	11/26/24	SCOTIA	PMCHQ00003170	\$554.51
90685	TELU001	TELU COMMUNICATIONS	11/26/24	SCOTIA	PMCHQ00003170	\$52.50
90686	TELU002	TELU MOBILITY INC.	11/26/24	SCOTIA	PMCHQ00003170	\$4,631.69
90687	TEMPLE002	TEMPLE, JEREMY	11/26/24	SCOTIA	PMCHQ00003170	\$172.00
90688	THEB001	THEBEAU, KYLE	11/26/24	SCOTIA	PMCHQ00003170	\$812.99
90689	TOMK001	TOMKOW, CATHY	11/26/24	SCOTIA	PMCHQ00003170	\$20.00
90690	TRIGG003	TRIGG, BLAINE	11/26/24	SCOTIA	PMCHQ00003170	\$792.99
90691	VERH001	VERHAEGHE LAW OFFICE - IN TRUS	11/26/24	SCOTIA	PMCHQ00003170	\$346.21
90692	VITA001	VITAL SIGNS & AUTOGRAPHICS	11/26/24	SCOTIA	PMCHQ00003170	\$42.00
90693	WATER002	WATER PURE & SIMPLE	11/26/24	SCOTIA	PMCHQ00003170	\$23.97
90694	WHITEPRES001	2100036 AB. LTD. O/A WHITECOUR	11/26/24	SCOTIA	PMCHQ00003170	\$508.29
90695	XEROX001	XEROX CANADA LTD.	11/26/24	SCOTIA	PMCHQ00003170	\$182.64
90696	ABFOR001	ALBERTA FOREST PRODUCTS ASSOCI	12/03/24	SCOTIA	PMCHQ00003171	\$2,000.00
90697	ABMUN005	ALBERTA MUNICIPAL SERVICES COR	12/03/24	SCOTIA	PMCHQ00003171	\$441.38
90698	APEX003	APEX SUPPLEMENTARY PENSION TRU	12/03/24	SCOTIA	PMCHQ00003171	\$1,511.36
90699	APEX005	APEX SUPPLEMENTARY PENSION TRU	12/03/24	SCOTIA	PMCHQ00003171	\$212.33
90700	AUMABEN001	AUMA	12/03/24	SCOTIA	PMCHQ00003171	\$112,775.10
90701	BIZIER003	BIZIER, JAELYNE	12/03/24	SCOTIA	PMCHQ00003171	\$572.00
90702	CASE004	CASE + POINT: MEDIA	12/03/24	SCOTIA	PMCHQ00003171	\$133.88
90703	CAT002	CATALIS TECHNOLOGIES CANADA LT	12/03/24	SCOTIA	PMCHQ00003171	\$34,387.50
90704	CERT002	CERTIFIED TRACKING SOLUTIONS I	12/03/24	SCOTIA	PMCHQ00003171	\$58.70
90705	COFFEE001	THE COFFEE COURIER	12/03/24	SCOTIA	PMCHQ00003171	\$127.27
90706	E001	E CONSTRUCTION LTD.	12/03/24	SCOTIA	PMCHQ00003171	\$736,943.80
90707	ECOLE002	ECOLE ST. MARY SCHOOL	12/03/24	SCOTIA	PMCHQ00003171	\$2,000.00
90708	GARDA001	GARDAWORLD SECURITY SYSTEMS	12/03/24	SCOTIA	PMCHQ00003171	\$333.06
90709	GRY001	GRYWACHESKI, KARA	12/03/24	SCOTIA	PMCHQ00003171	\$200.00
90710	GRYW001	GRYWACHESKI, LANCE	12/03/24	SCOTIA	PMCHQ00003171	\$71.66

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
90711	HARP003	HARPER, AMANDA (EMMA)	12/03/24	SCOTIA	PMCHQ00003171	\$119.44
90712	JEND001	JENDRICK, MARTIE	12/03/24	SCOTIA	PMCHQ00003171	\$28.00
90713	JOHNS.G001	JOHNSON, GLORIA	12/03/24	SCOTIA	PMCHQ00003171	\$211.96
90714	KEND002	KENDRICK EQUIPMENT (2003) LTD	12/03/24	SCOTIA	PMCHQ00003171	\$672,488.22
90715	LAMB003	LAMBERT, KELLY	12/03/24	SCOTIA	PMCHQ00003171	\$308.49
90716	LAPO001	LAPOINTE, SERENA	12/03/24	SCOTIA	PMCHQ00003171	\$199.40
90717	LIS001	LISTROM, CARISSA	12/03/24	SCOTIA	PMCHQ00003171	\$577.50
90718	LIVI002	LIVINGSTON, DIANA	12/03/24	SCOTIA	PMCHQ00003171	\$30.00
90719	LOCAL001	LOCAL AUTHORITIES PENSION PLAN	12/03/24	SCOTIA	PMCHQ00003171	\$65,844.15
90720	LOCAL002	LOCAL AUTHORITIES PENSION PLAN	12/03/24	SCOTIA	PMCHQ00003171	\$1,022.70
90721	MALM001	MALMQUIST, ANDREW	12/03/24	SCOTIA	PMCHQ00003171	\$244.93
90722	MIKE001	13457770 CANADA LTD	12/03/24	SCOTIA	PMCHQ00003171	\$78.20
90723	MITCH005	MITCHELL, ANGELA	12/03/24	SCOTIA	PMCHQ00003171	\$300.00
90724	MVD001	MVD WHITECOURT	12/03/24	SCOTIA	PMCHQ00003171	\$40.00
90725	PARK006	PARKLANDGEO LTD.	12/03/24	SCOTIA	PMCHQ00003171	\$30,166.50
90726	PERRIN.C001	PERRIN, CARIZZA	12/03/24	SCOTIA	PMCHQ00003171	\$1,588.44
90727	PUROLA001	PUROLATOR INC.	12/03/24	SCOTIA	PMCHQ00003171	\$179.53
90728	RECEIV001	RECEIVER GENERAL FOR CANADA	12/03/24	SCOTIA	PMCHQ00003171	\$126,984.64
90729	RECEIV005	RECEIVER GENERAL FOR CANADA	12/03/24	SCOTIA	PMCHQ00003171	\$811.54
90730	REYN001	REYNOLDS MIRTH RICHARDS & FARM	12/03/24	SCOTIA	PMCHQ00003171	\$472.50
90731	SCHL001	DEREK SCHLOSSER/D SCHLOSSER PH	12/03/24	SCOTIA	PMCHQ00003171	\$820.00
90732	STAN001	STANTEC CONSULTING LTD.	12/03/24	SCOTIA	PMCHQ00003171	\$28,839.60
90733	STAPLES001	STAPLES #453 WHITECOURT	12/03/24	SCOTIA	PMCHQ00003171	\$29.39
90734	STJO002	ST. JOSEPH PARISH	12/03/24	SCOTIA	PMCHQ00003171	\$500.00
90735	SUMM003	SUMMIT MEMORIALS LTD.	12/03/24	SCOTIA	PMCHQ00003171	\$472.50
90736	TERRY001	1754529 ALBERTA LTD.	12/03/24	SCOTIA	PMCHQ00003171	\$19,496.98
90737	THEB001	THEBEAU, KYLE	12/03/24	SCOTIA	PMCHQ00003171	\$130.00
90738	TOWN002	TOWN OF WHITECOURT	12/03/24	SCOTIA	PMCHQ00003171	\$1,690.00
90739	UNL001	UNLEASHED FLAT ROOFING	12/03/24	SCOTIA	PMCHQ00003171	\$10,332.02
90740	VANH001	VAN HOUTTE COFFEE SERVICES INC	12/03/24	SCOTIA	PMCHQ00003171	\$1,389.57
90741	WHITECOMM001	WHITECOURT COMMUNICATIONS	12/03/24	SCOTIA	PMCHQ00003171	\$105.00
90742	WHITEPRES001	2100036 AB. LTD. O/A WHITECOURT	12/03/24	SCOTIA	PMCHQ00003171	\$211.76
90743	WHITEVET001	WHITECOURT VETERINARY	12/03/24	SCOTIA	PMCHQ00003171	\$6,015.03
90793	1386173	1386173 ALBERTA LTD.	12/10/24	SCOTIA	PMCHQ00003172	\$3,255.20
90794	3C001	3C INFORMATION SOLUTIONS INC.	12/10/24	SCOTIA	PMCHQ00003172	\$223.60
90795	ARCA003	ARCAND, FAY	12/10/24	SCOTIA	PMCHQ00003172	\$16.00
90796	ARHCA001	ALBERTA ROADBUILDERS & HEAVY	12/10/24	SCOTIA	PMCHQ00003172	\$231.00
90797	AVAN001	AVANTI SOFTWARE INC.	12/10/24	SCOTIA	PMCHQ00003172	\$1,474.20
90798	BERU002	BERUBE-POTVIN, JORDAN	12/10/24	SCOTIA	PMCHQ00003172	\$30.00
90799	CANN002	CANNIFF AND ASSOCIATES	12/10/24	SCOTIA	PMCHQ00003172	\$650.00
90800	CAPI001	CAPITAL REGION ASSESSMENT	12/10/24	SCOTIA	PMCHQ00003172	\$26,318.47
90801	CASE004	CASE + POINT: MEDIA	12/10/24	SCOTIA	PMCHQ00003172	\$2,242.28
90802	CLARK003	CLARK BUILDERS	12/10/24	SCOTIA	PMCHQ00003172	\$1,837,320.67
90803	COFFEE001	THE COFFEE COURIER	12/10/24	SCOTIA	PMCHQ00003172	\$198.69
90804	CONE002	CONE, NICOLE	12/10/24	SCOTIA	PMCHQ00003172	\$20.00
90805	DEETS002	DEETS, DEREK	12/10/24	SCOTIA	PMCHQ00003172	\$467.20
90806	EAGLE005	EAGLE RIVER PLANNING SERVICES	12/10/24	SCOTIA	PMCHQ00003172	\$10,867.50
90807	FENN006	FENNELL, BRADEN	12/10/24	SCOTIA	PMCHQ00003172	\$300.00
90808	GFL001	GFL ENVIRONMENTAL SOLID WASTE	12/10/24	SCOTIA	PMCHQ00003172	\$50,108.27
90809	HARP003	HARPER, AMANDA (EMMA)	12/10/24	SCOTIA	PMCHQ00003172	\$1,088.82
90810	JACOBS002	JACOBS, JOHN	12/10/24	SCOTIA	PMCHQ00003172	\$40.00
90811	KOOP001	KOOPMANS, COURTNEY	12/10/24	SCOTIA	PMCHQ00003172	\$26.02
90812	KOSI001	KOSIROWSKI, JOSH	12/10/24	SCOTIA	PMCHQ00003172	\$20.00
90813	LIV001	LIVING WATERS CRD # 42	12/10/24	SCOTIA	PMCHQ00003172	\$94,245.23
90814	LYNX001	LYNX CONTROLS	12/10/24	SCOTIA	PMCHQ00003172	\$472.50
90815	MALM001	MALMQUIST, ANDREW	12/10/24	SCOTIA	PMCHQ00003172	\$190.34
90816	MCCA007	MCCALLUM, CORINA	12/10/24	SCOTIA	PMCHQ00003172	\$144.00
90817	NOBLE002	NOBLE, PATRICK JAMES	12/10/24	SCOTIA	PMCHQ00003172	\$1,156.00
90818	PAYNE008	PAYNE, RACHEL	12/10/24	SCOTIA	PMCHQ00003172	\$40.00
90819	PELL004	PELLETIER, DANIEL	12/10/24	SCOTIA	PMCHQ00003172	\$20.00
90820	PEMB006	PEMBINA WEST CO-OP	12/10/24	SCOTIA	PMCHQ00003172	\$31,279.64
90821	PERRIN.C001	PERRIN, CARIZZA	12/10/24	SCOTIA	PMCHQ00003172	\$168.28
90822	PROD002	PRODANIUK, TINA	12/10/24	SCOTIA	PMCHQ00003172	\$981.37
90823	PUROLA001	PUROLATOR INC.	12/10/24	SCOTIA	PMCHQ00003172	\$145.59
90824	ROLL002	ROLLHEISER, ERIN	12/10/24	SCOTIA	PMCHQ00003172	\$1,140.00
90825	SAFIRE001	SAFIRE DANCE INC	12/10/24	SCOTIA	PMCHQ00003172	\$1,412.25
90826	SCHU003	SCHUTTE, GLENNA	12/10/24	SCOTIA	PMCHQ00003172	\$450.00
90827	SNOW001	ALLEN SNOW	12/10/24	SCOTIA	PMCHQ00003172	\$40.00
90828	STAN001	STANTEC CONSULTING LTD.	12/10/24	SCOTIA	PMCHQ00003172	\$5,670.00
90829	SUTT001	SUTTON, JAIMEE	12/10/24	SCOTIA	PMCHQ00003172	\$287.34
90830	TELE003	TELECONNECT INTERNATIONAL	12/10/24	SCOTIA	PMCHQ00003172	\$593.25
90831	TEMPLE002	TEMPLE, JEREMY	12/10/24	SCOTIA	PMCHQ00003172	\$48.00
90832	THEB001	THEBEAU, KYLE	12/10/24	SCOTIA	PMCHQ00003172	\$75.00
90833	TOMK001	TOMKOW, CATHY	12/10/24	SCOTIA	PMCHQ00003172	\$266.40
90834	TRIGG001	TRIGG, LES	12/10/24	SCOTIA	PMCHQ00003172	\$50.00
90835	VAN003	VAN DEN OEVER, JAN	12/10/24	SCOTIA	PMCHQ00003172	\$20.00

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90836	VITA001	VITAL SIGNS & AUTOGRAPHICS	12/10/24	SCOTIA	PMCHQ00003172	\$508.20
90837	WHITE&WOOD001	WHITECOURT & WOODLANDS	12/10/24	SCOTIA	PMCHQ00003172	\$20,327.71
90838	WHITEPRES001	2100036 AB. LTD. O/A WHITECOUR	12/10/24	SCOTIA	PMCHQ00003172	\$159.60
90839	WYNN001	WYNN, BRIAN	12/10/24	SCOTIA	PMCHQ00003172	\$1,550.00
90840	YOUNG001	YOUNG, LESLEY	12/10/24	SCOTIA	PMCHQ00003172	\$50.00
90841	1STCALL001	1ST CALL HEALTH & SAFETY CONSU	12/12/24	SCOTIA	PMCHQ00003173	\$5,250.00
90842	2229421	2229421 ALBERTA LTD	12/12/24	SCOTIA	PMCHQ00003173	\$544.44
90843	ABAS001	CANOE PROCUREMENT GROUP OF CAN	12/12/24	SCOTIA	PMCHQ00003173	\$47,101.02
90844	ABSAW001	ALBERTA SAW & KNIFE LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$30.75
90845	ACCU001	ACCU-FLO METER SERVICE LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$7,308.00
90846	ALEX004	ALEXANDER CONTRACTING &	12/12/24	SCOTIA	PMCHQ00003173	\$124.95
90847	ANDREW001	ANDREW SHERET LIMITED	12/12/24	SCOTIA	PMCHQ00003173	\$553.88
90848	AQUAM001	AQUAM INC.	12/12/24	SCOTIA	PMCHQ00003173	\$3,925.35
90849	ARC002	ARC SUPPLIES INC	12/12/24	SCOTIA	PMCHQ00003173	\$93.98
90850	AUTOMA001	AUTOMATED AQUATICS CANADA LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$2,029.42
90851	BGE002	BGE INDOOR AIR QUALITY SOLUTIO	12/12/24	SCOTIA	PMCHQ00003173	\$82.15
90852	BLINE001	B-LINE TIRE & AUTO SUPPLY LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$286.52
90853	BROG002	BROGAN FIRE & SAFETY	12/12/24	SCOTIA	PMCHQ00003173	\$142.00
90854	CARB001	CARBONEX CONTRACTORS LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$908.77
90855	CHALL001	CHALLENGER CLEAN SYSTEMS LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$1,333.50
90856	CHEM005	CHEMTRADE WEST LIMITED PARTNER	12/12/24	SCOTIA	PMCHQ00003173	\$14,644.51
90857	CLEAR001	CLEAR TECH INDUSTRIES INC.	12/12/24	SCOTIA	PMCHQ00003173	\$10,547.28
90858	CONT008	CONTINENTAL ELECTRICAL MOTOR S	12/12/24	SCOTIA	PMCHQ00003173	\$549.15
90859	CORRPR001	CORRPRO CANADA INC.	12/12/24	SCOTIA	PMCHQ00003173	\$6,965.35
90860	CRAWF001	CRAWFORD MACHINERY LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$220.50
90861	CRYS001	CRYSTAL GLASS LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$509.15
90862	CUMM003	CUMMINS CANADA ULC	12/12/24	SCOTIA	PMCHQ00003173	\$88.79
90863	DANM001	DANMAR CONSULTING	12/12/24	SCOTIA	PMCHQ00003173	\$2,363.50
90864	DBS001	DBS ENVIRONMENTAL	12/12/24	SCOTIA	PMCHQ00003173	\$15.54
90865	EDMTR002	EDMONTON TRAILER SALES & LEASI	12/12/24	SCOTIA	PMCHQ00003173	\$1,100.07
90866	ELECT002	ELECTRICAL & INSTRUMENTATION	12/12/24	SCOTIA	PMCHQ00003173	\$239.15
90867	ENGA001	ENGINEERED AIR	12/12/24	SCOTIA	PMCHQ00003173	\$250.95
90868	ENVIRO003	ENVIRONMENTAL 360 SOLUTIONS (A	12/12/24	SCOTIA	PMCHQ00003173	\$980.44
90869	EVOQ001	EVOQUA WATER TECHNOLOGIES, LT	12/12/24	SCOTIA	PMCHQ00003173	\$2,199.75
90870	FAST001	FASTENAL CANADA	12/12/24	SCOTIA	PMCHQ00003173	\$86.54
90871	FIRST001	FIRST CHOICE HUSKY	12/12/24	SCOTIA	PMCHQ00003173	\$178.61
90872	FIRST014	FIRST TRUCK CENTRE	12/12/24	SCOTIA	PMCHQ00003173	\$195.29
90873	FLOW002	FLOWPOINT ENVIRONMENTAL SYSTEM	12/12/24	SCOTIA	PMCHQ00003173	\$1,149.75
90874	GARDA001	GARDAWORLD SECURITY SYSTEMS	12/12/24	SCOTIA	PMCHQ00003173	\$141.72
90875	GRANDW001	GRANDWEST ENTERPRISES INC	12/12/24	SCOTIA	PMCHQ00003173	\$422.65
90876	GRAV001	GRAVISYS INC.	12/12/24	SCOTIA	PMCHQ00003173	\$3,003.00
90877	GREGG001	GREGG DISTRIBUTORS LP	12/12/24	SCOTIA	PMCHQ00003173	\$822.17
90878	GREY003	GREYSTONE ELECTRIC LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$3,701.94
90879	GROE002	GROENEVELD LUBRICATION SOLUTIO	12/12/24	SCOTIA	PMCHQ00003173	\$419.85
90880	GUARD001	GUARDIAN CHEMICALS INC.	12/12/24	SCOTIA	PMCHQ00003173	\$688.80
90881	HYDRO001	HYDRO PLUMBING & MECHANICAL	12/12/24	SCOTIA	PMCHQ00003173	\$4,640.15
90882	IDEAL001	IDEAL AUTOMOTIVE & IND. SUPPLY	12/12/24	SCOTIA	PMCHQ00003173	\$2,485.84
90883	INTEG004	INTEGRA TIRE	12/12/24	SCOTIA	PMCHQ00003173	\$220.50
90884	JASON001	JASON THOMAS ENTERPRISES LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$4,490.51
90885	JOBS001	JOBSITE WORKWEAR WHITECOURT	12/12/24	SCOTIA	PMCHQ00003173	\$585.43
90886	JOE002	JOE JOHNSON EQUIPMENT INC.	12/12/24	SCOTIA	PMCHQ00003173	\$2,562.26
90887	KWMECH001	K.W. MECHANICAL	12/12/24	SCOTIA	PMCHQ00003173	\$907.40
90888	LIFE0001	LIFESAVING SOCIETY	12/12/24	SCOTIA	PMCHQ00003173	\$60.00
90889	LINDE001	LINDE CANADA INC.	12/12/24	SCOTIA	PMCHQ00003173	\$90.63
90890	LIVUN001	LIVUN LTD	12/12/24	SCOTIA	PMCHQ00003173	\$7,733.25
90891	MART003	HORIZON AG & TURF	12/12/24	SCOTIA	PMCHQ00003173	\$11,644.65
90892	MASTER001	MASTER POOLS ALTA. LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$8,133.30
90893	MEGA002	MEGA-TECH	12/12/24	SCOTIA	PMCHQ00003173	\$1,845.97
90894	MK001	MK HYDRO BLASTING LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$519.75
90895	NORE001	NOREGON SYSTEMS LLC	12/12/24	SCOTIA	PMCHQ00003173	\$4,171.83
90896	NORTO04	NORTHERN METALIC SALES	12/12/24	SCOTIA	PMCHQ00003173	\$4,976.59
90897	NSC001	NSC MINERALS	12/12/24	SCOTIA	PMCHQ00003173	\$16,475.83
90898	OAKCR001	OAK CREEK GOLF & TURF INC	12/12/24	SCOTIA	PMCHQ00003173	\$4,743.55
90899	ORV002	ORV TECH LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$3,959.54
90900	OTIS001	OTIS CANADA	12/12/24	SCOTIA	PMCHQ00003173	\$131.25
90901	P.S.I.001	P.S.I. FLUID POWER LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$554.68
90902	PADD001	PADDLE PLASTICS LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$202.65
90903	PETW001	PET WASTE SYSTEMS	12/12/24	SCOTIA	PMCHQ00003173	\$2,299.50
90904	PILL001	PILLAR SYSTEMS INC	12/12/24	SCOTIA	PMCHQ00003173	\$13,643.70
90905	RALCOM001	RALCOMM LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$19,493.77
90906	ROB001	ROB WRIGHT BUILDING MATERIALS	12/12/24	SCOTIA	PMCHQ00003173	\$6,624.44
90907	ROYAL004	ROYAL CARETAKING SUPPLIES INC	12/12/24	SCOTIA	PMCHQ00003173	\$712.34
90908	SCHAFO01	SCHAFFER'S CUSTOM WELDING LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$859.05
90909	SCONA001	SCONA ELECTRIC INC	12/12/24	SCOTIA	PMCHQ00003173	\$4,873.79
90910	SCRE001	SCREAM'IN EAGLE SALES LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$4.52
90911	SILV003	SILVER ROOSTER TOWING	12/12/24	SCOTIA	PMCHQ00003173	\$1,381.80

* Voided Cheques

Payables Management

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
90912	SMALL002	SMALL POWER BARRHEAD LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$495.47
90913	SMYL001	SMYL CHEVROLET BUICK GMC LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$4,888.05
90914	STITCH001	STITCH N TIME CUSTOM EMBROIDER	12/12/24	SCOTIA	PMCHQ00003173	\$2,033.94
90915	TERRY001	1754529 ALBERTA LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$4,148.90
90916	TRIM002	TRIMLINE DESIGN LTD.	12/12/24	SCOTIA	PMCHQ00003173	\$3,519.60
90917	VICIN001	FTI CONSULTING CANADA INC	12/12/24	SCOTIA	PMCHQ00003173	\$5,612.61
90918	WCI001	WCI WHYTE COMMUNICATIONS INC.	12/12/24	SCOTIA	PMCHQ00003173	\$500.81
90919	WCTSTA002	WHITECOURT STATIONERY LTD	12/12/24	SCOTIA	PMCHQ00003173	\$1,100.12
90920	WFR001	WFR WHOLESALE FIRE & RESCUE	12/12/24	SCOTIA	PMCHQ00003173	\$3,600.87
90921	WHEAT001	WHEAT KING MECHANICAL LTD	12/12/24	SCOTIA	PMCHQ00003173	\$283.50
90922	WHITEFORD001	WHITECOURT FORD INC.	12/12/24	SCOTIA	PMCHQ00003173	\$1,468.17
90923	WHITEMACH001	WHITECOURT MACHINE & WELDING	12/12/24	SCOTIA	PMCHQ00003173	\$563.57
90924	WURTH001	WURTH CANADA LIMITED	12/12/24	SCOTIA	PMCHQ00003173	\$238.48
REMIT000	SCOTIA001	SCOTIABANK VISA	11/26/24		PMCHQ00003170	\$0.00

Total Cheques: 235

Total Amount of Cheques: \$4,300,464.99



ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
Deputy Premier of Alberta
MLA, Calgary-West*

AR 29882

December 02, 2024

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

Dear Mayor Pickard:

The Ministry of Public Safety and Emergency Services is pleased to continue its support for police service delivery to those municipalities which are responsible for the costs of their own policing. To that end, funding from the Policing Support Grant (PSG) has been approved for the 2024-25 fiscal year.

Your municipality will be receiving a PSG amount equal to {merge municipal grant amount}, which has been adjusted for population following 2021 federal census results, using the 2023 Ministry of Municipal Affairs published population list. The government acknowledges the financial pressures in delivery of policing and the demands of municipalities across the province in providing police services as police delivery cost and population changes occur.

In terms of grant use, the purpose of PSG funds is to ensure the delivery of policing, policing oversight, the implementation of policing initiatives and priorities, and the ability to support enhanced policing services to your municipality.

To maintain current funding for your municipality, I am enclosing an agreement for your municipality's PSG, effective April 1, 2024 and expiring on March 31, 2025. Funds will be disbursed within a reasonable time following the signing of the agreement. To facilitate that, please print and review the enclosed agreement and return the signed agreement by **December 9, 2024**, to psg@gov.ab.ca.

.../2

If you have any questions, please contact Wendy Moshuk, Director, Contract Policing and Policing Oversight, Public Safety and Emergency Services, at wendy.moshuk@gov.ab.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Ellis', with several horizontal strokes underneath.

Honourable Mike Ellis
Deputy Premier of Alberta
Minister of Public Safety and Emergency Services

Enclosure

cc: CAO, Town of Whitecourt

TO THE TOWN OF WHITECOURT,

THE WHITECOURT ROYAL CANADIAN LEGION
BRANCH #44 WOULD LIKE TO THANK YOU FOR
THE USE OF THE ALLAN & JEAN MILLAR
CENTRE FIELDHOUSE FOR OUR REMEMBRANCE
DAY CEREMONIES. COMMUNITY SUPPORT
IS VITAL TO THE CONTINUED EXISTANCE
OF OUR LEGION!

THANK YOU.

BRANCH #44



Proudly Presents our Third Annual

PRESIDENT'S GALA & BUSINESS AWARDS

Saturday, January 25, 2025

St. Joseph's Parish Hall

5:00pm

3-course plated dinner
Business Award Presentations

DJ

Professional Photos

Black tie/business attire appreciated

Tickets

Early Bird Table* \$800

*Early Bird Tables are only available until December 13th and are reserved for purchase by members only

Individual Member Tickets \$110

Individual Non-Member Tickets \$150

Tickets can be purchased online at www.whitecourtchamber.com/events

PRESS RELEASE

NOVEMBER 27, 2024

WHITECOURT TOWN COUNCIL UPDATE

Congratulations Whitecourt! Whitecourt won top marks with five blooms in the 2024 Provincial Communities in Bloom Competition. The evaluation form provided to the Whitecourt Communities in Bloom Committee contained praise for a number of projects and programs, including the River Spur Project and Whitecourt's FireSmart Program, as well as the park spaces and outdoor recreational activities available at Festival Park. Whitecourt has participated in the Communities in Bloom program for almost 20 years, both provincially and nationally. For more information on the Committee and how you can participate, visit our website at www.whitecourt.ca/play/communities-in-bloom.

Whitecourt will be applying to the Local Growth and Sustainability Grant for the purchase of a Pumper Truck.

Silvacom Ltd. has been awarded the Community Fireguard Program Project Manager contract. The Town of Whitecourt, with support from Alberta Forestry and Parks, has been approved for funding from the Forest Resource Improvement Association of Alberta Community Fireguard Program. The \$1,534,180 in funding will be used to construct a community fireguard with access points, approximately 4.5 kilometres long and 100 metres wide, on the eastern boundary of town.

The Whitecourt Fire Department will be hosting a Fire Chief Change of Command Ceremony at 7:30pm on December 17, 2024 at the Fire Hall.

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

NOVEMBER 27, 2024

AARON FLOYD APPOINTED FIRE CHIEF OF THE WHITECOURT FIRE DEPARTMENT

Whitecourt has appointed Aaron Floyd as the new Fire Chief for Whitecourt Fire Department.

"I am truly honoured and excited to take on the role of Fire Chief at the Whitecourt Fire Department. With nearly 18 years of dedicated service to the department, including over 11 years as Deputy Chief, I am eager to continue our tradition of excellence in fire service," stated Deputy Chief Aaron Floyd. "This incredible opportunity allows me to lead our dedicated team of professionals, enhance safety, and foster teamwork. Together, we will ensure that we are always ready to protect and serve our community."

A Fire Chief Changing of Command Ceremony is scheduled for 7:30pm on Tuesday, December 17 at the Whitecourt Fire Hall. Members of the public are welcome to attend.

Current Whitecourt Fire Chief Brian Wynn announced his retirement earlier in the fall, and will retire as of December 20, 2024. Fire Chief Wynn has served on the Whitecourt Fire Department for 31 years, and has served as Fire Chief since 2013.

"I would like to extend my deepest gratitude to Chief Wynn for his leadership, support, and service, and wish him all the best in his retirement," added Deputy Fire Chief Aaron Floyd. "Building on the strong foundation he has established, I look forward to this new chapter and the challenges ahead with enthusiasm and commitment."

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



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www.whitecourt.ca

6 December 2024

WOODLANDS COUNTY COUNCIL RECAP – WEDNESDAY, DECEMBER 4, 2024

Woodlands County Council discussed the following items at their recent meeting of Council:

Council was updated on **the public input for erosion mitigation on Old Ferry Road**. A public input session was held in 2024 to review available options. Council continues to review options to find a strategy for Old Ferry Road.

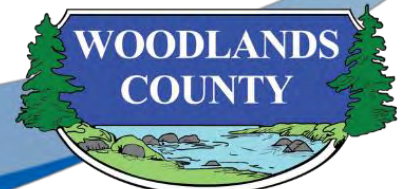
The **regular Council meeting** scheduled for January 1 was **cancelled** as it is a statutory holiday.

Upcoming scheduled meetings:

- **Regular Council** – Wednesday, December 18, 9:30 am
- **Regular Council** – Wednesday, January 15, 5:00 pm
- **Regular Council** – Wednesday, January 29, 9:30 am

Meetings are held in-person at the Municipal Office in Whitecourt and streamed on the Woodlands County [YouTube channel](#). Agenda packages are available on the Woodlands County [CivicWeb Portal](#).

-end-



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	8	9	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 12:00pm CRAA + CN Meeting (Calendar) 1:00pm FW: FW: Rail Alliance Meeting x 1:00pm Meeting with	5	6	7	8 NAEL (Grimshaw)	9
10	11	12 4:00pm Council (FIC) - Wendy Davidson	13	14 7:00pm Volunteer Appreciation Night (Golf Course) - Wendy Davidson	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) - Kayla Doody	19 1:30pm Economic Development Committee Regular Meeting (Town Large Board Room) -	20	21 3:00pm Community Fireguard Project - CBC interview (telephone interview) - Tara Gallant	22	23
24	25 4:00pm Council (FIC) - Wendy Davidson	26 1:30pm ZOOM with ADM Zablocki re: Police Oversight	27 11:00am XMFM Christmas Greeting (XMFM Radio) 4:40pm CBC Interview - Community Fireguard	28	29 7:30am Green Gables Breakfast (Microsoft Teams Meeting) - 1:30pm SVL Birthdays (SV Lodge) - Wendy	30 8:45am Whitecourt Taekwondo Tournament - Welcome (Allan & Jean Millar Centre) -

December 2024

December 2024							January 2025						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	5	6	7	1	2	3	4
8	9	10	11	12	13	14	12	13	14	15	16	17	18
15	16	17	18	19	20	21	19	20	21	22	23	24	25
22	23	24	25	26	27	28	26	27	28	29	30	31	
29	30	31											

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 1	2 8:30am CRAA Executive Bi-Weekly (Microsoft Teams Meeting) - Kayla Doody	3	4	5 1:15pm Whitecourt Regional Landfill Q&A (Town) 2:00pm Whitecourt Regional Solid Waste	6	7
8	9 4:00pm P&P (Large Board Room) - Wendy Davidson	10 12:00pm Blue Ridge Lumber/Ranger Board Food Bank Cheque Photo (Carlan Services Community)	11 11:00am Town/Chamber Tourism Meeting (Whitecourt Chamber) 4:00pm Special Budget Meeting (FIC)	12 1:30pm Deliver Food Hampers to Christmas Hamper Volunteers (Pentecostal Hall) -	13	14
15	16 8:30am CRAA Executive Bi-Weekly (Microsoft Teams Meeting) 12:00pm Protective Services Meeting 4:00pm Council (FIC) -	17 7:30pm Changing of Command Ceremony (Fire Hall - Bays) - Wendy Davidson	18 10:00am Information session on changes to policing legislation 6:00pm Joint Christmas Party (Eagle River)	19	20	21
22	23	24	25	26	27 7:30am Green Gables Breakfast (Microsoft Teams Meeting) - 1:30pm SVL Birthdays (SV Lodge) - Wendy	28
29	30 8:30am CRAA Executive Bi-Weekly (Microsoft Teams Meeting) - Kayla Doody	31	Jan 1, 25	2	3	4

Council Calendar

November 2024

November 2024							December 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	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	4:00pm Council Meeting (FIC) 7:00pm Community Services Advisory Board (DS) (AJMC)	13	4:00pm MPC (BL, DS) 7:00pm Volunteer Appreciation Night (Golf Course)	15	5:30pm Christmas Parade (Festival Park)
17	18	1:30pm EDC (TP, BL) (Town Office) 5:30pm Library - SL (Library)	20	1:00pm CFYE (SL)	22	23
24	4:00pm Council Meeting (FIC)	26	12:00pm HPARC (DS) (Town Office)	4:00pm MPC (BL, DS)	29	30

December 2024

December 2024							January 2025						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	5	6	7	1	2	3	4
8	9	10	11	12	13	14	12	13	14	15	16	17	18
15	16	17	18	19	20	21	19	20	21	22	23	24	25
22	23	24	25	26	27	28	26	27	28	29	30	31	
29	30	31											

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 1	2	3	4 12:00pm Fire Smart (TB) (Large Board Room)	5 2:00pm WRSWMA (TP,PC,BL) (Large Boardroom)	6 6:30pm Cheque Night	7
8	9 4:00pm P&P (Large Board Room)	10 12:00pm LSAF (PC) 4:00pm YAC Strat Plan (SL, DS) 7:00pm Community Services Advisory	11 4:00pm Special Budget Meeting (FIC)	12 4:00pm MPC (BL, DS)	13	14
15	16 12:00pm Protective Services (TP, BL, BM) (Lg Brd Rm) 4:00pm Council (FIC)	17 1:30pm EDC (TP, BL) (Town Office)	18 6:00pm Joint Christmas Party (Eagle River Casino & Travel Plaza)	19 1:00pm CFYE (SL)	20	21
22	23	24	25 1:00pm Lac Ste. Anne Foundation (PC) (Mayerthorpe)	26 4:00pm MPC (BL, DS)	27	28
29	30	31	Jan 1, 25	2	3	4