

**MINUTES OF THE REGULAR
POLICIES AND PRIORITIES COMMITTEE MEETING**
held on Monday, September 16, 2024

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

Call to Order: The meeting was called to order at 4:00pm; Deputy Mayor Baker presiding.

Adoption of Agenda: 24-045 Moved by Member McAree
That the agenda be adopted as presented.
- CARRIED UNANIMOUSLY.

Minutes - Regular Meeting of the Policies & Priorities Committee June 17, 2024: 24-046 Moved by Member Lanctot
That the Minutes of the June 17, 2024 Regular Policies and Priorities Committee Meeting be adopted as presented.
- CARRIED UNANIMOUSLY.

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

Bylaw Amendment 1577-1 – D-C1 Direct Control 1 – The Meadows Manufactured Home Park Land Use District: The Chief Administrative Officer introduced the Planner, who reviewed the proposed amendment to Land Use Bylaw 1577 to accommodate changes to the housing types at The Meadows Manufactured Home Park Land Use District. She noted that a Public Hearing was held on September 9, 2024, at which three people spoke in opposition to the proposed amendments; however the majority of the concerns noted do not apply to the proposed amendments.
24-047 Moved by Member Schlosser
That the Policies and Priorities Committee forward a recommendation to Council to adopt Bylaw 1577-1.
- CARRIED UNANIMOUSLY.

Bylaw 1580 – Responsible Pet Ownership: The Chief Administrative Officer noted that there are currently five active bylaws for the regulation and control of animals, and introduced the Director of Community Safety. The Director reviewed key changes to the Bylaw, including legislation updates, new definitions and further enhancements for the betterment of the community. He noted that the consolidation of the bylaws would make it easier for the public to access information.
24-048 Moved by Member Lanctot
That the Policies and Priorities Committee forward a recommendation to Council to adopt Bylaw 1580 – Responsible Pet Ownership.
- CARRIED UNANIMOUSLY.

Member Chauvet arrived at the meeting. Time 4:24pm.

2025 Gas Franchise Fee: The Chief Administrative Officer advised that Council has the opportunity to review franchise fees annually and introduced the Director of Corporate Services to provide further details. The Director noted that, after review, Administration proposed that the gas franchise fee rates remain the same as last year.

2025 Power Franchise Fee:

24-049 Moved by Member Chauvet

That the Policies and Priorities Committee accept the ATCO Gas and Pipelines Ltd. Franchise Fee Rate as information.

- CARRIED UNANIMOUSLY.

The Chief Administrative Officer noted that as with the Gas Franchise Fee, Council could also make changes to the power franchise fees, and introduced the Director of Corporate Services. The Director stated that after review, a slight increase in the Power Franchise Fees was proposed.

24-050 Moved by Mayor Pickard

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

- CARRIED UNANIMOUSLY.

Town of Whitecourt Policy Manual Review:

The Chief Administrative Officer noted that as part of the annual review, some changes were proposed to Town policies. The Committee discussed the proposed amendments.

24-051 Moved by Member Lapointe

That the Policies and Priorities Committee recommend that Council adopt the proposed amendments to the Town of Whitecourt Policy Manual as amended.

- CARRIED UNANIMOUSLY.

Council Committees Evaluation:

The Chief Administrative Officer stated that the Town is required to perform an annual assessment on the efficiency and effectiveness of all Council committees. Members reviewed the proposed policy and bylaw changes.

24-052 Moved by Member Schlosser

That the Policies and Priorities Committee forward a recommendation to Council to adopt Council Committees Bylaw 1570-2; and Policy 11-003 – Governance and Appointments of Council Committees, Ad Hoc Committees, and External Committees, as presented.

- CARRIED UNANIMOUSLY.

Code of Conduct Bylaw 1579:

The Chief Administrative Officer advised that following feedback from the Policies and Priorities Committee in June, Administration has prepared a draft bylaw for the Committee's review.

24-053 Moved by Mayor Pickard

That the Policies and Priorities Committee forward a recommendation to Council to adopt Code of Conduct Bylaw 1579.

- CARRIED UNANIMOUSLY.

The meeting recessed. Time 4:57pm.

The meeting reconvened. Time 5:02pm.

Intermunicipal
Collaboration
Framework:

24-054 Moved by Mayor Pickard

That Council go into Closed Meeting to discuss the Intermunicipal Collaboration Framework, pursuant to Section 21 of the Freedom of Information and Protection of Privacy (FOIP) Act. Time: 5:03pm.

- CARRIED UNANIMOUSLY.

24-055 Moved by Member Chauvet

That Council revert to the Regular Meeting. Time: 5:15pm.

- CARRIED UNANIMOUSLY.

24-056 Moved by Member McAree

That the Policies and Priorities Committee accept the Intermunicipal Collaboration Framework as information.

- CARRIED UNANIMOUSLY.

Adjournment:

24-057 Moved by Member Chauvet

That the Regular Meeting of the Policies and Priorities Committee be adjourned. Time: 5:16pm.

- CARRIED UNANIMOUSLY.

Redacted per S. 17 of the FOIPP Act

Chair

Redacted per S. 17 of the FOIPP Act

Chief Administrative Officer