

MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Whitecourt
held on Monday, October 28, 2019

Present:	Mayor Chichak; Deputy Mayor Chauvet; Councillors Connell, Hilts, McAree, Pickard, and Schlosser; Chief Administrative Officer Smyl; and Recording Secretary Ashcroft.
Call to Order:	The meeting was called to order at 7:02 p.m. Mayor Chichak presiding.
Adoption of Agenda:	<p><u>19-376 Moved by Councillor Hilts</u></p> <p>That the Agenda be adopted as presented</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Minutes from the October 15, 2019 Regular Meeting of Council:	<p><u>19-377 Moved by Deputy Mayor Chauvet</u></p> <p>That the Minutes from the October 15, 2019 Regular Meeting of Council be adopted by amending the Flood Mitigation Plan Consultant Selection item to read that the contract be awarded to IBI Group.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
Public Input Session:	There were no members of the public who wished to address Council.
2019 Family Violence Awareness Event:	<p>The Chief Administrative Officer stated that an invitation was received from the Whitecourt Family Violence Initiative for Council to attend the 15th Annual Family Violence Candlelight Vigil scheduled Thursday, November 7, 2019 at the Travelodge Olive Tres.</p> <p><u>19-378 Moved by Councillor McAree</u></p> <p>That Council Members be authorized to attend the 15th Annual Candlelight Vigil event on Thursday, November 7, 2019.</p> <p style="text-align: right;">- CARRIED UNANIMOUSLY.</p>
2020 Power Franchise Fee:	<p>The Chief Administrative Officer stated that the 2020 Power Franchise Fees were reviewed by the Policies and Priorities Committee, and the Committee forwarded a recommendation that the rate be set at 2.60%, effective January 1, 2020.</p> <p><u>19-379 Moved by Deputy Mayor Chauvet</u></p> <p>That Council accept the Policies and Priorities Committee recommendation and approve 2.60% as the Power Franchise Fee Rate as of January 1, 2020.</p> <p>Votes in Favour of the Motion: Mayor Chichak; Deputy Mayor Chauvet; Councillors McAree, Pickard, and Schlosser.</p> <p>Votes in Opposition of the Motion: Councillors Hilts and Connell.</p> <p style="text-align: right;">- MOTION CARRIED.</p>
2020 Gas Franchise Fee:	<p>The Chief Administrative Officer stated that the 2020 Gas Franchise Fees were reviewed at a recent Policies and Priorities Committee meeting, and the Committee forwarded a recommendation that the 2020 Gas Franchise Fee be adjusted to 25.68%.</p> <p><u>19-380 Moved by Councillor Schlosser</u></p> <p>That Council approve a 25.68% ATCO Gas and Pipelines Ltd. Franchise Fee Rate effective January 1, 2020 as presented.</p>

Votes in Favour of the Motion: Mayor Chichak; Deputy Mayor Chauvet; Councillors Pickard, McAree, and Schlosser.

Votes in Opposition of the Motion: Councillors Hilts and Connell.
- MOTION CARRIED.

19-381 Moved by Mayor Chichak

That Council direct Administration to add Gas and Power Franchise Fee 5-year plan to the 2020 Council Planning Session.
- CARRIED UNANIMOUSLY.

Permanent Employee Personnel Policy Manual Amendments:

The Chief Administrative Officer stated that Council reviewed the Permanent Employee Personnel Policy Manual amendments at the October 21, 2019 Policies and Priorities Committee meeting. It was noted that these amendments reflect the changes to the Alberta Employment Standards.

19-382 Moved by Councillor Pickard

That Council accept the recommendation from the Policies and Priorities Committee and adopt the Permanent Employee Personnel Policy Manual as presented.
- CARRIED UNANIMOUSLY.

Development Agreement Friends of Whitecourt Society – Repeat Boutique Landscaping:

The Chief Administrative Officer stated that the Friends of Whitecourt Society completed rock landscaping within the Town boulevard located at 4716 – 50 Avenue (Repeat Boutique building). A Development Agreement was necessary to protect both the owner and the Town of Whitecourt regarding liability and maintenance.

19-383 Moved by Councillor Hilts

That Council authorize the Town of Whitecourt to enter into a Development Agreement with Friends of Whitecourt Society for landscaping within the Town boulevard at 4716 – 50 Avenue as presented.
- CARRIED UNANIMOUSLY.

Geographic Information System (GIS) Provider Selection:

The Chief Administrative Officer stated that six proposals were received for a Geographic Information System (GIS) provider and recommended the contract be awarded to MuniSight Ltd.

19-384 Moved by Councillor Hilts

That Council award the Geographic Information System (GIS) to MuniSight Ltd. for an initial set-up fee of \$46,200 and a five-year term at a subscription fee of \$26,200 per year, plus GST.

Votes in Favour of the Motion: Councillors Connell, Hilts, McAree, Pickard, and Schlosser.

Votes in Opposition of the Motion: Mayor Chichak; and Deputy Mayor Chauvet.
- MOTION CARRIED.

Traffic Bylaw 1440 – Amendment Bylaw 1440-1:

The Chief Administrative Officer stated that amending Traffic Bylaw 1440 will enhance the ability for Bylaw and Public Works to regulate, control, and monitor the snow removal around the downtown business district and Sunset Boulevard.

19-385 Moved by Councillor Schlosser

That Bylaw 1440-1 be given first reading.
- CARRIED UNANIMOUSLY.

19-386 Moved by Deputy Mayor Chauvet

That Bylaw 1440-1 be given second reading.

- CARRIED UNANIMOUSLY.

19-387 Moved by Councillor Hilts

That Council proceed to third and final reading of Bylaw 1440-1.

- CARRIED UNANIMOUSLY.

19-388 Moved by Councillor McAree

That Bylaw 1440-1 be given third and final reading.

- CARRIED UNANIMOUSLY.

Town of Whitecourt
Policy Manual
Review:

The Chief Administrative Officer stated that as per policy, the Policy Manual is reviewed annually, and the Policies and Priorities Committee recommended the Manual be adopted as presented.

19-389 Moved by Councillor Connell

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

- CARRIED UNANIMOUSLY.

Whitecourt
Trailblazers 40th
Anniversary Sled
Invasion Street
Closure Requests:

The Chief Administrative Officer stated that a letter was received from the Whitecourt Trailblazers Snowmobile Club requesting street closures in the downtown area for its 40th Anniversary Sled Invasion. The event is scheduled from February 14 to 16, 2020, and includes a parade, snowmobile rally, and two freestyle shows.

19-390 Moved by Councillor Schlosser

That Council approve the street closure of 51 Street (behind the Provincial Building and Seniors Circle), to 48 Avenue, and to McLeod River for the parade route for the 40th Anniversary Sled Invasion on Friday, February 14, 2020 from 5:00 p.m. to 7:30 p.m.; and

That Council authorize the use of Rotary Park for the staging area, for parking, and as part of the snowmobile route; and

That Council approve the street closures of 50 Street, from 52 Avenue to 50 Avenue for the Freestyle Show on Friday, February 14, 2020 from 5:30 p.m. to 11:30 p.m. and Sunday, February 16, 2020 from 3:00 p.m. to 9:00 p.m.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Pickard reported that he attended a Town of Whitecourt Library Board meeting, the Mountain Bike Park tour, and a meeting with MLA Martin Long.

Councillor Schlosser reported that he attended a Whitecourt Woodlands Winter Recreation Park Society meeting, and the Hoots Cannibas Ribbon Cutting event.

Councillor Connell reported that he attended an Economic Development Committee meeting, the Whitecourt Fire Department Annual Awards Night, and a Policies and Priorities Committee meeting.

Councillor McAree reported that he attended a Policies and Priorities Committee meeting, and the Whitecourt Fire Department Annual Awards Night.

Councillor Hilts reported that he attended a Community Futures Yellowhead East meeting, and a Lac Ste. Anne Foundation meeting.

Deputy Mayor Chauvet reported that he attended the Mountain Bike Park tour, a Small Business Week Gala event, and the Whitecourt Fire Department Annual Awards Night.

Mayor Chichak reported that she attended the Mountain Bike Park tour, the Small Business Week Gala event, a Northern Alberta Mayors and Reeves Caucus meeting, the Whitecourt Fire Department Annual Awards Night, and an Economic Development Committee meeting. She also distributed cheques as part of the Community Crosswalk Grant Program, the Empowering Citizens for Health and Opportunity Society (ECHO) Annual General Meeting, the Alberta Government 2019 Budget announcement, the annual Poppy pinning event with the Whitecourt Legion, and a meeting with MLA Martin Long.

19-391 Moved by Deputy Mayor Chauvet

That Council accept the Councillor Reports as information.
- CARRIED UNANIMOUSLY.

Items of Information:

19-392 Moved by Councillor Pickard

- a) Town Accounts – Cheques #068477 - #068643;
- b) Letter dated October 18, 2019 to Woodlands County regarding extension of Fire Protection Services to March 31, 2020;
- c) October 21, 2019 Press Release – Whitecourt Town Council Update;
- d) Primary Care Network McLeod River invitation to Whitecourt Connections event;
- e) October 15, 2019 Woodlands Country Press Release – Council Meeting Cancellation;
- f) October 8, 2019 Woodlands County Press Release – Fish and Wildlife Respond to Moose at Whitecourt Airport;
- g) October 23, 2019 Woodlands County Press Release – Appointment of Chief Elected Official;
- h) Woodlands County Minutes – August 20, and September 3, 2019;
- i) Mayor’s Calendar; and
- j) Council’s Calendars.

- CARRIED UNANIMOUSLY.

Council Committee and Board Appointments (Closed Meeting):

19-393 Moved by Councillor Hilts

That Council defer discussion on the Council Committee and Board Appointments item to a Closed Meeting as per Section 17 of the Freedom of Information and Protection of Privacy (FOIP) Act.

- CARRIED UNANIMOUSLY.

Intermunicipal Agreements (Closed Meeting):

19-394 Moved by Deputy Mayor Chauvet

That Council defer discussion on the Intermunicipal Agreements item to a Closed Meeting as per Section 21 of the Freedom of Information and Protection of Privacy (FOIP) Act.

- CARRIED UNANIMOUSLY.

Whitecourt Library (Closed Meeting):

19-395 Moved by Councillor Pickard

That Council defer discussion on the Whitecourt Library item to a Closed Meeting as per Section 17 of the Freedom of Information and Protection of Privacy (FOIP) Act.

- CARRIED UNANIMOUSLY.

The meeting recessed. Time: 7:56 p.m.

The meeting reconvened. Time: 8:06 p.m.

19-396 Moved by Councillor McAree

That the Regular Meeting of Council go into a Closed Meeting to discuss Council Committee and Board Appointments as per Section 17 of the Freedom of Information and Protection of Privacy (FOIP) Act; Intermunicipal Agreements as per Section 21 of the Freedom of Information and Protection of Privacy (FOIP) Act; and Whitecourt Library as per Section 17 of the Freedom of Information and Protection of Privacy (FOIP) Act. Time: 8:07 p.m.

- CARRIED UNANIMOUSLY.

Chief Administrative Officer Smyl was in attendance during the Closed Meeting to provide administrative advice.

Councillor Hilts declared a possible conflict of interest as a family member has applied to serve on a Council Committee, and he vacated Council Chambers. Time: 8:25 p.m.

Councillor Hilts returned to the Council Chambers. Time: 8:32 p.m.

19-397 Moved by Councillor McAree

That Council revert to the Regular Meeting. Time: 8:45 p.m.

- CARRIED UNANIMOUSLY.

Council Committee
and Board
Appointments:

19-398 Moved by Deputy Mayor Chauvet

That Council approve the Council Committee public appointments and Chamber Representatives appointments as recommended as attached to and forming part of these minutes; and

That Ms. Lori Arnott be re-appointed as a member to the Town of Whitecourt Library Board for a three-year term ending October 2022 as per Clause 3c of Bylaw 1524.

- CARRIED UNANIMOUSLY.

Intermunicipal
Agreements:

19-399 Moved by Councillor Schlosser

That Council accept the Intermunicipal Agreements item as information.

- CARRIED UNANIMOUSLY.

Whitecourt Library:

19-400 Moved by Councillor Pickard

That Council allocate funds from the reserve as directed by legal counsel to the Whitecourt & District Public Library.

- CARRIED UNANIMOUSLY.

Adjournment:

19-401 Moved by Councillor Hilts

That the Regular Meeting of Council be adjourned. Time: 8:50 p.m.

- CARRIED UNANIMOUSLY.

Approved as per Motion 19-404

Mayor

Approved as per Motion 19-404

Chief Administrative Officer

**Town of Whitecourt Council Committees - Public Member and Chamber Representative Appointments
As approved at the Regular Meeting of Council on October 28, 2019**

Committee Name	Position	Name	Term
Ad Hoc Waste and Recycling Services	Public Member	Michael Butterfield	To be determined
	Public Member	Francis Kripal	To be determined
	Public Member	Koren Scott	To be determined
Community Services Advisory Board	Public Member	Dave Arcand	Term to expire in October 2022
	Public Member	Vince Mireau	Term to expire in October 2022
Economic Development Committee	Public Member	Tanya Ramstead	Term to expire in October 2020
	Public Member	Williard Strebchuk	Term to expire in October 2021
	Public Member	Rand Richards	Term to expire in October 2022
	Chamber Representative	Jennifer Sampson	Term to expire in October 2020
Municipal Planning Commission	Public Member	Chantelle Hoisington	Term to expire in October 2022
	Public Member – Alternate Appointment	Shari Greenlee	Term to expire in October 2020
	Public Member	Shannon Wharton	Term to expire in October 2022
	Public Member	Glen Kingdon	Term to expire in October 2021
Protective Services Committee	Public Member	Sam Reid	Term to expire in October 2021
Subdivision and Development Appeal Board	Public Member	Dana Kentner	Term to expire in October 2022
	Public Member	Lori Arnott	Term to expire in October 2021
	Public Member	Nevis Prufer	Term to expire in October 2020
Whitecourt Library Board	Public Member	Lori Arnott	Term to expire in October 2022
	Public Member	Brigette Moore	Term to expire in October 2022
Whitecourt Woodlands Tourism	Public Member	Williard Strebchuk	Term to expire in October 2022
	Chamber Representative	Neil Shewchuk	Term to expire in October 2020
Youth Advisory Board	Youth Member	Rebecca Birtles	Term to expire in August 2020
	Youth Member	Madeline Blain	Term to expire in August 2020
	Youth Member	Isaac Hilts	Term to expire in August 2020
	Youth Member	Tazanna Hughes	Term to expire in August 2020
	Youth Member	Jesse James	Term to expire in August 2020
	Youth Member	Madison Martell	Term to expire in August 2020
	Youth Member	Ngan Pham	Term to expire in August 2020
	Youth Member	Erin Prodaniuk	Term to expire in August 2020
	Youth Member	Bryden Sadoway	Term to expire in August 2020
Youth Member	James Prodaniuk	Term to expire in August 2020	