

MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Whitecourt
held on Monday, December 16, 2019

Present: Mayor Chichak; Deputy Mayor Chauvet; Councillors Connell, Hilts, McAree, Pickard, and Schlosser; Chief Administrative Officer Smyl; and Recording Secretary Gallant.

Call to Order: The meeting was called to order at 7:11 p.m. Mayor Chichak presiding.

Adoption of Agenda: 19-440 Moved by Councillor Schlosser

That the Agenda be adopted as presented.

- CARRIED UNANIMOUSLY.

Minutes from the November 25, 2019 Regular Meeting of Council:

19-441 Moved by Deputy Mayor Chauvet

That the Minutes from the November 25, 2019 Regular Meeting of Council be adopted as presented.

- CARRIED UNANIMOUSLY.

Minutes from the December 11, 2019 Special Meeting of Council:

19-442 Moved by Councillor Hilts

That the Minutes from the December 11, 2019 Special Meeting of Council be adopted as presented.

- CARRIED UNANIMOUSLY.

Public Input Session:

There were no members of the public who wished to address Council.

Ad Hoc Community Training Needs Analysis Committee Final Report:

The Economic Development Officer noted that the Ad Hoc Community Training Needs Analysis Committee was established in the summer of 2018 to prepare an assessment of local training needs and make recommendations that would support Whitecourt becoming a leading community in integrated training and workforce development. The Economic Development Officer introduced representatives from McSweeney & Associates, which was contracted to complete the study, to present the analysis and findings. Ms. Shawna Lawson, Senior Economic Development Consultant, and Mr. Art Lawson, Senior Project Advisor, were present at the meeting; and Ms. Juliana Serje, Economic Senior Development Analyst, was available via conference call to answer questions from Council on the data collected.

Ms. Lawson reviewed highlights of the study, and noted that findings and recommendations were forwarded on to the Whitecourt Economic Development Committee for review and consideration.

19-443 Moved by Councillor Hilts

That Council accept the Ad Hoc Community Training Needs Analysis Committee Final Report as information, and that the Ad Hoc Community Training Needs Analysis Committee be dissolved; and, that Council direct Administration to publish a press release on the project.

- CARRIED UNANIMOUSLY.

2020 Interim Budget:

The Chief Administrative Officer introduced the Director of Corporate Services to present the 2020 Interim Budget.

The Director of Corporate Services stated that the proposed 2020 Interim Budget required a 0% tax increase, and was valued at \$52,870,047. She noted that the budget would be finalized in March 2020 following confirmation of the 2020 assessment roll and announcement of the provincial budget and school requisition.

Emergency Management Bylaw 1552:

19-444 Moved by Deputy Mayor Chauvet

That Council approve the 2020 Interim Capital and Operating Budget as presented.
- CARRIED UNANIMOUSLY.

The Chief Administrative Officer noted that Emergency Management Bylaw 1552 was prepared in order for the municipality to meet new Local Authority Emergency Management Regulations that would come into force in 2020. The proposed bylaw was reviewed and recommended for approval by the Policies and Priorities Committee.

19-445 Moved by Councillor Schlosser

That Bylaw 1552 be given first reading.
- CARRIED UNANIMOUSLY.

19-446 Moved by Deputy Mayor Chauvet

That Bylaw 1552 be given second reading.
- CARRIED UNANIMOUSLY.

19-447 Moved by Councillor McAree

That Council proceed to third and final reading of Bylaw 1552.
- CARRIED UNANIMOUSLY.

19-448 Moved by Councillor Hilts

That Bylaw 1552 be given third and final reading.
- CARRIED UNANIMOUSLY.

Utility Bylaw 1511:

The Chief Administrative Officer stated that Utility Bylaw 1511 was reviewed and recommended for adoption by the Policies and Priorities Committee.

19-449 Moved by Councillor Connell

That Bylaw 1511 be given first reading.
- CARRIED UNANIMOUSLY.

19-450 Moved by Councillor Schlosser

That Bylaw 1511 be given second reading.
- CARRIED UNANIMOUSLY.

19-451 Moved by Councillor Pickard

That Council proceed to third and final reading of Bylaw 1511.
- CARRIED UNANIMOUSLY.

19-452 Moved by Deputy Mayor Chauvet

That Bylaw 1511 be given third and final reading.
- CARRIED UNANIMOUSLY.

Bylaw 1551 Fees, Rates and Charges:

The Chief Administrative Officer stated that Fees, Rates and Charges Bylaw 1551 was developed in order to capture all fees charged by the municipality in one document, and to enhance fee enforcement. The proposed bylaw was reviewed and recommended for adoption by the Policies and Priorities Committee. He noted that adoption of Bylaw 1551 would subsequently require a number of amendments to established bylaws to reference fees, rates and charges outlined in Bylaw 1551.

Bylaw 1551 Fees,
Rates and Charges:

19-453 Moved by Councillor Hilts

That Bylaw 1551 be given first reading.

- CARRIED UNANIMOUSLY.

19-454 Moved by Councillor McAree

That Bylaw 1551 be given second reading.

- CARRIED UNANIMOUSLY.

19-455 Moved by Councillor Hilts

That Council proceed to third and final reading of Bylaw 1551.

- CARRIED UNANIMOUSLY.

19-456 Moved by Deputy Mayor Chauvet

That Bylaw 1551 be given third and final reading.

- CARRIED UNANIMOUSLY.

Bylaw 1015-1
Burning Bylaw:

19-457 Moved by Councillor Schlosser

That Bylaw 1015-1 be given first reading.

- CARRIED UNANIMOUSLY.

19-458 Moved by Councillor Connell

That Bylaw 1015-1 be given second reading.

- CARRIED UNANIMOUSLY.

19-459 Moved by Councillor Pickard

That Council proceed to third and final reading of Bylaw 1015-1.

- CARRIED UNANIMOUSLY.

19-460 Moved by Councillor Hilts

That Bylaw 1015-1 be given third and final reading.

- CARRIED UNANIMOUSLY.

Bylaw 1245-2
Snow Removal:

19-461 Moved by Deputy Mayor Chauvet

That Bylaw 1245-2 be given first reading.

- CARRIED UNANIMOUSLY.

19-462 Moved by Councillor Hilts

That Bylaw 1245-2 be given second reading.

- CARRIED UNANIMOUSLY.

19-463 Moved by Councillor McAree

That Council proceed to third and final reading of Bylaw 1245-2.

- CARRIED UNANIMOUSLY.

19-464 Moved by Councillor Schlosser

That Bylaw 1245-2 be given third and final reading.

- CARRIED UNANIMOUSLY.

Bylaw 1406-1
Police and Fire False
Alarms:

19-465 Moved by Councillor McAree

That Bylaw 1406-1 be given first reading.

- CARRIED UNANIMOUSLY.

19-466 Moved by Deputy Mayor Chauvet

That Bylaw 1406-1 be given second reading.

- CARRIED UNANIMOUSLY.

19-467 Moved by Councillor Hilts

That Council proceed to third and final reading of Bylaw 1406-1.

- CARRIED UNANIMOUSLY.

19-468 Moved by Councillor Schlosser

That Bylaw 1406-1 be given third and final reading.

- CARRIED UNANIMOUSLY.

Bylaw 1414-3
Control and
Licensing of Dogs:

19-469 Moved by Councillor Connell

That Bylaw 1414-3 be given first reading.

- CARRIED UNANIMOUSLY.

19-470 Moved by Councillor Pickard

That Bylaw 1414-3 be given second reading.

- CARRIED UNANIMOUSLY.

19-471 Moved by Councillor Schlosser

That Council proceed to third and final reading of Bylaw 1414-3.

- CARRIED UNANIMOUSLY.

19-472 Moved by Deputy Mayor Chauvet

That Bylaw 1414-3 be given third and final reading.

- CARRIED UNANIMOUSLY.

Bylaw 1462-1
Hawkers and
Pedlars:

19-473 Moved by Councillor Pickard

That Bylaw 1462-1 be given first reading.

- CARRIED UNANIMOUSLY.

19-474 Moved by Councillor Connell

That Bylaw 1462-1 be given second reading.

- CARRIED UNANIMOUSLY.

19-475 Moved by Councillor McAree

That Council proceed to third and final reading of Bylaw 1462-1.

- CARRIED UNANIMOUSLY.

19-476 Moved by Councillor Schlosser

That Bylaw 1462-1 be given third and final reading.

- CARRIED UNANIMOUSLY.

Bylaw 1464-9
Residential Solid
Waste Management:

19-477 Moved by Deputy Mayor Chauvet

That Bylaw 1464-9 be given first reading.

- CARRIED UNANIMOUSLY.

19-478 Moved by Councillor Hilts

That Bylaw 1464-9 be given second reading.

- CARRIED UNANIMOUSLY.

19-479 Moved by Councillor McAree

That Council proceed to third and final reading of Bylaw 1464-9.

- CARRIED UNANIMOUSLY.

19-480 Moved by Councillor Schlosser

That Bylaw 1464-9 be given third and final reading.

- CARRIED UNANIMOUSLY.

Bylaw 1470-1
Cemetery:

19-481 Moved by Deputy Mayor Chauvet

That Bylaw 1470-1 be given first reading.

- CARRIED UNANIMOUSLY.

19-482 Moved by Councillor Pickard

That Bylaw 1470-1 be given second reading.

- CARRIED UNANIMOUSLY.

19-483 Moved by Councillor Hilts

That Council proceed to third and final reading of Bylaw 1470-1.

- CARRIED UNANIMOUSLY.

19-484 Moved by Deputy Mayor Chauvet

That Bylaw 1470-1 be given third and final reading.

- CARRIED UNANIMOUSLY.

Policy 13-002 – Fees
Policy:

19-485 Moved by Deputy Mayor Chauvet

That Council rescind Policy 13-002 – Fees Policy.

- CARRIED UNANIMOUSLY.

Millar Western Raw
Water Supply
Agreement:

The Chief Administrative Officer stated that the Town currently supplies raw water to Millar Western Forest Products Ltd., and the company cost shares on the operating and capital costs of the water intake based on consumption. Millar Western requested that the Town consider extending the term of the agreement, and allow for a greater volume of untreated raw water for a two-year period. Administration prepared an agreement for Council’s consideration.

19-486 Moved by Councillor Hilts

That Council approve the Water Supply Agreement with Millar Western Forest Products Ltd. as presented.

- CARRIED UNANIMOUSLY.

Community and Regional Economic Support (CARES) Program Application Grant:

The Chief Administrative Officer stated that the Province recently announced that it would be accepting applications under the Community and Regional Economic Support (CARES) program. The Town of Whitecourt submitted an application for funding support of the Targeted Industrial Base Diversification, Resiliency and Attraction Pilot Project which involves the creation and implementation of an economic resiliency and diversification plan.

19-487 Moved by Deputy Mayor Chauvet

That Council approve the application to the Community Regional Economic Support Program for the Targeted Industrial Base Diversification, Resiliency and Attraction Pilot Project.

- CARRIED UNANIMOUSLY.

Appointment of Deputy Mayor – January 1 to February 29, 2020:

19-488 Moved by Mayor Chichak

That Council appoint Councillor Hilts to serve as Deputy Mayor from January 1 to February 29, 2020.

- CARRIED UNANIMOUSLY.

Eastlink Park New Year’s Celebration:

The Chief Administrative Officer stated that the Whitecourt Woodlands Recreation Park Society invited Council to attend Eastlink Park’s New Year’s Celebration on December 31, 2019.

19-489 Moved by Councillor McAree

That Council be authorized to attend Eastlink Park’s New Year’s Celebration on December 31, 2019.

- CARRIED UNANIMOUSLY.

Meeting with Northern Gateway Public Schools Board of Trustees:

The Chief Administrative Officer stated that an invitation was received from Northern Gateway Public Schools Board of Trustees inviting Council to meet with the Board to discuss matters of mutual interest.

19-490 Moved by Deputy Mayor Chauvet

That Council be authorized to attend a meeting with Northern Gateway Public Schools Board of Trustees on March 10, 2020 at the Northern Gateway Public Schools Board Office.

- CARRIED UNANIMOUSLY.

Annual Snowmobile VIP and Media Ride:

The Chief Administrative Officer reported that an invitation was received for Council to attend the 2020 Annual Snowmobile VIP and Media Ride on January 31, 2020; however, Council was already scheduled to attend the 2020 Annual Planning Session.

19-491 Moved by Councillor Hilts

That Council accept the 2020 Annual Snowmobile VIP and Media Ride as information.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Pickard reported that he attended two Municipal Planning Commission meetings, and the annual Santa Claus Parade.

Councillor Schlosser reported that he attended a Community Service Advisory Board meeting, and noted that the Board would be hosting its annual planning session in early 2020.

Councillor Connell reported that he attended an Ad Hoc Waste and Recycling Services Review Committee meeting.

Councillor McAree reported that he attended a Youth Advisory Committee meeting.

Councillor Hilts reported that he attended two Municipal Planning Commission meetings, a Communities in Bloom Committee meeting, the annual Santa Claus parade, and a Policies and Priorities Committee meeting.

Deputy Mayor Chauvet reported that he attended meetings for the Policies and Priorities Committee, the Ad Hoc Waste and Recycling Service Review Committee, and the Golden Triangle Trail Committee. He noted that he also attended the annual Santa Claus Parade, the Fire Department Cheque Night, and a Special Meeting of Council.

Mayor Chichak reported that she met with Treasury Board members to discuss the potential expansion of the Whitecourt Healthcare Centre and to review the inequities in operating funding between hospital facilities in the region. She also attended the annual Christmas Tree Light Up, Santa Claus Parade, Fire Department Cheque Night, and an Economic Development Committee meeting. She had the opportunity to discuss the role of municipal government with grade 6 students at Percy Baxter School, and met with a representative at Alberta Newsprint Company to discuss economic development opportunities. She added that she presented the Agricultural Society with its annual operating grant of \$22,000 from the Town of Whitecourt.

19-492 Moved by Councillor Hilts

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of
Information:

19-493 Moved by Deputy Mayor Chauvet

- a) Town Accounts – Cheques #068973 - #069334;
- b) Letter from Honourable Kaycee Madu, Minister of Municipal Affairs, regarding Intermunicipal Collaboration;
- c) Letter dated November 21, 2019 from Honourable Diane Lebouthillier, Minister of National Revenue, regarding goods and services tax/harmonized sales tax (GST/HST);
- d) Letter dated November 26, 2019 from Honourable Ric McIver, Minister of Transportation, regarding temporary freeze on Automated Traffic Enforcement Technology;
- e) Letter dated December 4, 2019 from Rick Duncan, Case Manager for the Municipal Government Board, regarding Annexation;
- f) Letter dated December 4, 2019 from Honourable Kaycee Madu, Minister of Municipal Affairs, regarding the Municipal Sustainability Initiative funding;
- g) November 29, 2019 Press Release – Whitecourt Town Council Update;
- h) December 3, 2019 Press Release – Whitecourt Transit Re-Routed for Santa Claus Parade;
- i) Woodlands County Minutes for September 17; October 1, 15 and 22, 2019;
- j) Mayor's Calendars; and
- k) Council's Calendars.

- CARRIED UNANIMOUSLY.

19-494 Moved by Councillor Hilts

That a letter be forwarded by the Mayor to the Alberta Urban Municipalities Association (AUMA) requesting information on its advocacy efforts in response to changes to traffic fine revenue regulations proposed for 2020 by the Government of Alberta.

- CARRIED UNANIMOUSLY.

The meeting recessed. Time: 8:40 p.m.

The meeting reconvened. Time: 8:54 p.m.

Intermunicipal
Agreements (Closed
Meeting):

19-495 Moved by Councillor McAree

That the Regular Meeting of Council go into a Closed Meeting to discuss Intermunicipal Agreements as per Section 21 of the Freedom of Information and Protection of Privacy (FOIP) Act. Time: 8:55 p.m.

- CARRIED UNANIMOUSLY.

Chief Administrative Officer Smyl and Director of Planning and Development Loberg were in attendance during the Closed Meeting to provide administrative advice.

19-496 Moved by Councillor McAree

That Council revert to the Regular Meeting. Time: 10:20 p.m.

- CARRIED UNANIMOUSLY.

Intermunicipal
Agreements:

19-497 Moved by Councillor Hilts

That Council accept the Intermunicipal Agreements item as information.

- CARRIED UNANIMOUSLY.

Adjournment:

19-498 Moved by Councillor Schlosser

That the Regular Meeting of Council be adjourned. Time: 10:21 p.m.

- CARRIED UNANIMOUSLY.

Approved as per Motion 20-003

Mayor

Approved as per Motion 20-003

Chief Administrative Officer