

**MINUTES OF THE ELECTRONIC REGULAR MEETING OF COUNCIL  
of the Town of Whitecourt**

held on Monday, April 27, 2020 at Town Office Large Boardroom

Present - via  
Teleconference:

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

Call to Order:

The meeting was called to order at 9:30 a.m. Mayor Chichak presiding.

Mayor Chichak stated that due to the present teleconference format for Council meetings, comments for the Public Input Session would be received via email and mail. No submissions were received by Council from the public for this meeting; however, members of the public were encouraged to submit comments for review by Council at future meetings. Mayor Chichak reviewed procedures for how Council would conduct discussions on items, and how motions would be made and approved during the meeting.

Adoption of Agenda:

20-127 Moved by Councillor Chauvet

That the Agenda be adopted as presented.

- CARRIED UNANIMOUSLY.

Minutes from the  
April 6, 2020  
Electronic Special  
Meeting of Council:

20-128 Moved by Councillor Schlosser

That the Minutes from the April 6, 2020 Electronic Special Meeting of Council be adopted as presented.

- CARRIED UNANIMOUSLY.

Minutes from the  
April 22, 2020  
Electronic Special  
Meeting of Council:

20-129 Moved by Councillor Pickard

That the Minutes from the April 22, 2020 Electronic Special Meeting of Council be adopted as presented.

- CARRIED UNANIMOUSLY.

2019 Financial  
Statements:

The Chief Administrative Officer noted that the 2019 Financial Statements were prepared for Council's review and approval, and introduced the Director of Corporate Services.

The Director of Corporate Services introduced Mr. Curtis Friesen, auditor from Metrix Group LLP, to present the 2019 Financial Statements.

Mr. Friesen reviewed and summarized the information contained in the financial statements. He reported that the consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Town of Whitecourt as of December 31, 2019.

20-130 Moved by Deputy Mayor McAree

That Council approve the 2019 Financial Statement for the year ended December 31, 2019 as presented.

- CARRIED UNANIMOUSLY.

Community Services  
Large Scale Events:

The Chief Administrative Officer stated that due to the COVID-19 pandemic, a number of large community events scheduled for the summer would have to be postponed, modified or cancelled. He introduced the Director of Community Services to provide further information.

The Director of Community Services stated the Province's mass gathering restriction limiting gatherings to 15 people would be in effect throughout the summer. Due to this

restriction, she noted that Party In The Park, National Indigenous People’s Day, Run4Fun, Canada Day, Seniors’ Week, and Groovy Foodie Fest must be cancelled, modified or postponed this summer.

20-131 Moved by Councillor Hilts

That Council cancel Party In the Park and National Indigenous People’s Day Celebrations and the Run4Fun, modify Canada Day, and postpone Seniors’ Week and Groovy Foodie Fest.

- CARRIED UNANIMOUSLY.

2020 Enhancement Grant Allocation:

The Chief Administrative Officer noted that the Whitecourt Enhancement Grant was established to offer community arts, culture, and recreation organizations and groups assistance to start-up or develop new community events or assist with enhancements.

The Director of Community Services was introduced and provided highlights of the applications and the Community Services Advisory Board’s recommendations.

20-132 Moved by Councillor Chauvet

That Council accept the Community Services Advisory Board’s recommendation to allocate \$31,500 in grants as follows:

Group	Project	Funding Recommendations
Whitecourt & District Preschool	Little Engineers Adventure Play Yard	\$1,500 from FCSS
Whitecourt Baptist Church	Go Soccer Camp	\$2,088.70
Whitecourt Curling Club	Ice Plant and Electrical Upgrades	\$8,783.95
Whitecourt Golf & Country Club	10 HP Electric Motor	\$8,515.00
Whitecourt & Woodlands Hawks Foundation	Pipe & Drum Band Equipment	\$8,265.47
Whitecourt Gymnastics Club	Equipment Enhancements	\$2,346.88
	<b>TOTAL:</b>	<b>\$31,500.00</b>

- CARRIED UNANIMOUSLY.

Hello Neighbour Volunteer Program:

The Chief Administrative Officer introduced the Director of Community Services to provide details on the new Hello Neighbour Volunteer Program developed in Whitecourt.

The Director of Community Services stated that many vulnerable adults are experiencing increased isolation issues due to the COVID-19 social distancing measures. The Whitecourt Family and Community Support Services launched a Hello Neighbour Volunteer Program that pairs a volunteer with a community adult to have telephone check-ins and on-going friendly conversations.

Deputy McAree left the meeting due to work commitments, and did not return to the meeting. Time: 10:10 a.m.

20-133 Moved by Councillor Schlosser

That Council accept the Hello Neighbour Program as information.

- CARRIED UNANIMOUSLY.

2020 Budget:

The Chief Administrative Officer stated that the interim budget was amended to reflect current grant amounts, year-end project updates, Council direction, strategic planning recommendations, and updated costs to provide services.

The Director of Corporate Services noted that the budget was balanced and incorporated a .7% tax decrease for 2020.

20-134 Moved by Councillor Schlosser

That Council adopt the 2020 Budget.

- CARRIED UNANIMOUSLY.

Amendments to Tax Penalty and Utility Bylaws:

The Chief Administrative Officer stated that due to the COVID-19 pandemic Administration recommended approval of Bylaw 1338-1 to defer the 2020 tax payment deadline to August 31, 2020 and Bylaw 1511-1 to waive utility penalties and suspend disconnections until June 30, 2020.

The Director of Corporate Services noted that Council discussed the proposed relief measures at a recent Special Meeting of Council, and noted that the changes would not impact cash flow or day to day operations for the Town of Whitecourt.

20-135 Moved by Councillor Schlosser

That Bylaw 1338-1 be given first reading.

- CARRIED UNANIMOUSLY.

20-136 Moved by Councillor Chauvet

That Bylaw 1338-1 be given second reading.

- CARRIED UNANIMOUSLY.

20-137 Moved by Councillor Hilts

That Council proceed to third and final reading of Bylaw 1338-1.

- CARRIED UNANIMOUSLY.

20-138 Moved by Councillor Chauvet

That Bylaw 1338-1 be given third and final reading.

- CARRIED UNANIMOUSLY.

20-139 Moved by Councillor Connell

That Bylaw 1511-1 be given first reading.

- CARRIED UNANIMOUSLY.

20-140 Moved by Councillor Hilts

That Bylaw 1511-1 be given second reading.

- CARRIED UNANIMOUSLY.

20-141 Moved by Councillor Chauvet

That Council proceed to third and final reading of Bylaw 1511-1.

- CARRIED UNANIMOUSLY.

20-142 Moved by Councillor Schlosser

That Bylaw 1511-1 be given third and final reading.

- CARRIED UNANIMOUSLY.

AMSC Energy Program – Power Contract Extension:

The Chief Administrative Officer stated that the Alberta Municipal Services Corporation (AMSC) Energy Program was offering an extension for the Town's electricity contract to December 31, 2023. As a participant with the Energy Program the Town receives savings, flexibility and customized pricing for power.

20-143 Moved by Councillor Hilts

That Council approve the extension of the AMSC Energy program for a three-year term from January 1, 2021 to December 31, 2023 for the electricity aggregation program.

- CARRIED UNANIMOUSLY.

Approval for Community Related Organization to Participate in Energy Program:

The Chief Administrative Officer stated that community related organizations are permitted to participate in the Alberta Municipal Services Corporation (AMSC) Energy Program and noted that a request was received from the Whitecourt Woodlands Winter Park Recreation Society for Eastlink Park.

20-144 Moved by Councillor Schlosser

That Council approve the request for the Whitecourt Woodlands Winter Park Recreation Society to join the Town of Whitecourt's Member Master Agreement effective January 1, 2021.

- CARRIED UNANIMOUSLY.

Coronavirus (COVID-19) Update – Verbal:

The Director of Community Services provided a general update on the COVID-19 pandemic and highlighted how the municipality was adjusting operations.

20-145 Moved by Councillor Chauvet

That Council accept the Coronavirus (COVID-19) update as information.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Chauvet noted that he participated by teleconference in a Town of Whitecourt Library Board meeting, a Golden Triangle Trail Partnership Committee meeting, and a Special Meeting of Council for the 2020 Budget.

Councillor Hilts noted that he participated by teleconference in a Community Futures Yellowhead East Board meeting.

Councillor Pickard noted that the Manager of Solid Waste Operations had been keeping the Whitecourt Regional Solid Waste Management Authority members up-to-date regarding the melt and run-off at the landfill.

Mayor Chichak stated she participated in three conference calls hosted by the Government of Alberta regarding COVID-19, an AUMA Town Hall meeting covering municipal issues, a McLeod River Primary Care Network teleconference, and a Whitecourt Business Support Network teleconference. She also attended a Caribou Task Force teleconference, a Party In The Park teleconference, and a Canadian Association of Petroleum Producers (CAPP) teleconference to discuss the impact of COVID-19 on the oil sector.

20-146 Moved by Councillor Schlosser

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of Information:

20-147 Moved by Councillor Hilts

- a) Town Accounts – Cheques #070694 - #070875;
- b) Letter dated April 6, 2020 to Honourable Kaycee Madu, Minister of Municipal Affairs regarding Municipal Sustainability Initiative Funding;
- c) Letter dated April, 2020 from Honourable Kaycee Madu, Minister of Municipal Affairs regarding Ministerial Orders;
- d) Letter dated April 13, 2020 from Sean Finn, Executive Vice-President CN to Mayor Chichak regarding CN's activities during COVID-19 pandemic;
- e) Letter dated April 20, 2020 to Honourable Kaycee Madu, Minister of Municipal Affairs from Barry Morishita, President of Alberta Urban Municipalities Association President, regarding shovel ready projects;
- f) April 6, 2020 Press Release – Whitecourt Town Council Update;
- g) April 7, 2020 Press Release for Whitecourt & Woodlands County – Geothermal Development Feasibility Study;
- h) April 7, 2020 Press Release – Coronavirus (COVID-19) Update for Whitecourt;
- i) April 9, 2020 Press Release – Coronavirus (COVID-19) Update for Whitecourt;
- j) April 14, 2020 Press Release – Whitecourt’s 2020 Spring Clean Up and “Take It or Leave It” Postponed;
- k) April 16, 2020 Press Release – Coronavirus (COVID-19) Update for Whitecourt;
- l) April 22, 2020 Press Release – Portion of 49 Avenue Closed Temporarily April 23, 2020;
- m) April 23, 2020 Press Release – River Ice Advisory for the Athabasca and McLeod Rivers;
- n) April 23, 2020 Press Release – Ice Jam Watch for the Athabasca River from Whitecourt to the Klondyke Ferry Crossing;
- o) April 3, 2020 Woodlands County Media Release –Coronavirus (COVID-19) Update;
- p) April 21, 2020 Woodlands County Media Release – Woodlands County Council Recap – Tuesday, April 21, 2020;
- q) April 23, 2020 Woodlands County Media Release – Alberta Environment & Parks Issues Ice Advisory;
- r) April 23, 2020 Woodlands County Media Release – East Mountain Road Construction – Schedule Update;
- s) Woodlands County Minutes for December 3, 6, 11, 13, and 17, 2019; January 7 and 17; and February 4, 2020;
- t) Mayor’s Calendars; and
- u) Council’s Calendar.

- CARRIED UNANIMOUSLY.

Intermunicipal Agreements (Closed Meeting):

20-148 Moved by Councillor Connell

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: 10:56 a.m.

- CARRIED UNANIMOUSLY.

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

20-149 Moved by Councillor Pickard

That Council revert to the Regular Meeting. Time: 11:38 a.m.

- CARRIED UNANIMOUSLY.

Intermunicipal  
Agreements:

20-150 Moved by Councillor Schlosser

That Council accept the Intermunicipal Agreements item as information.

- CARRIED UNANIMOUSLY.

Adjournment:

20-151 Moved by Councillor Chauvet

That the Regular Meeting of Council be adjourned. Time: 11:39 a.m.

- CARRIED UNANIMOUSLY.

***Approved as per Motion 20-153***

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Mayor

***Approved as per Motion 20-153***

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Chief Administrative Officer