

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

Present:	Mayor Pickard; Deputy Mayor Chauvet; Councillors Baker, Lapointe, McAree, and Schlosser; Chief Administrative Officer Smyl; and Recording Secretary Grimstad-Davidson.
Absent:	Councillor Lanctot.
Call to Order & Mayor's Address:	The Meeting was called to order at 4:00pm; Mayor Pickard presiding.
Adoption of Agenda:	<u>24-071 Moved by Councillor Schlosser</u> That the Agenda be adopted as presented. <p style="text-align:right">- CARRIED UNANIMOUSLY.</p> Councillor Schlosser had Youth Advisory Committee Member Cadence Steinke introduce himself to Council.
Minutes from the March 11, 2024 Regular Meeting:	<u>24-072 Moved by Deputy Mayor Chauvet</u> That the Minutes from the March 11, 2024 Regular Meeting be adopted as presented. <p style="text-align:right">- CARRIED UNANIMOUSLY</p>
Public Input Session:	There were no members of the public wishing to make a presentation.
Development Permit Application 24-021 – Tree Removal at 4420 52 Avenue:	The Chief Administrative Officer noted that an application was received for development on a Direct Control Property and introduced the Director of Planning and Development, and Development Officer. The Development Officer stated that the portion of the lot north of No Frills will be developing a new commercial retail unit but needs the trees removed before construction can begin. The application is being brought forward to Council as the development authority. <u>24-073 Moved by Deputy Mayor Chauvet</u> That Council approve Development Application 24-021 to remove a portion of the existing tree stand and FireSmart the remaining treed area at 4420 52 Avenue, subject to the following conditions: <ol style="list-style-type: none">1. The applicant will be responsible to distribute notice of the tree removal to the property owners on 45 Street adjacent to the project. These notices must go out, at minimum, one week prior to project commencement and the wording of the notice shall be pre-approved by the Town of Whitecourt prior to distribution.2. Tree removal shall not occur between May 1 through August 10, in accordance with the Migratory Birds Convention Act unless a written statement from a biologist or bird naturalist stating that there are not any nesting birds present in the area is provided, in accordance with the Migratory Birds Convention Act. (https://www.canada.ca/en/environment-climate-change/services/migratory-birds-legal-protection/convention-act-regulations.html)3. The Applicant is responsible for checking the site and ensuring that there are not any migratory birds nesting out of season.4. Applicant must arrange for Alberta Utility Partners (1-800-242-3447) to locate any underground utilities prior to equipment being brought onto site or click https://utilitysafety.ca/wheres-the-line/submit-a-locate-request/.

5. Applicant must ensure that crossing agreements are in place, where required, for any movement of vehicles and equipment in the vicinity of any pipelines or shallow utilities.
6. The applicant must coordinate with the Town of Whitecourt Infrastructure Department for the protection of the existing storm sewer line within the project area.
7. Should the project adversely affect the existing drainage patterns within, or adjacent to this property, the property owner will be responsible for any costs incurred by the parties affected.
8. The applicant is responsible to ensure that dirt and debris from site runoff does not enter into the Town’s storm system. Any erosion or sedimentation controls that may be required shall be to the satisfaction of the Town’s Infrastructure Department.
9. All trees, shrubs and other material must be removed from the site; there shall be no stock piling or burning on site.
10. The site must be left in a neat and tidy manner to the satisfaction of the Town.
11. Should development of the proposed Shoppers Drug Mart not occur within one year from the date of issuance of this permit, the area shall be restored with grass to the satisfaction of the Town.
12. It is the responsibility of the applicant to inspect all existing municipal services and improvements abutting the property prior to commencement of construction. Municipal improvements include curbs, gutters, sidewalks, pavement, water shut off valves, hydrants and accessory items. If any municipal improvements are damaged, the applicant must report such damage to the Town prior to commencement of construction. The applicant will be responsible to pay the full cost of repair for any damages not documented prior to construction.
13. The applicant is responsible to ensure that there is no tracking of dirt or debris onto the public roadways. Where tracking of such occurs, the applicant is responsible for the cleaning and/or repair of any damages at their sole cost.

- CARRIED UNANIMOUSLY.

Wastewater Treatment Plan Biosolids Disposal Contract:

The Chief Administrative Officer noted that following a Request for Proposals, two applications were received for the Wastewater Treatment Plant Biosolids Disposal Contract and introduced the Engineering Services Manager to review the submissions.

24-074 Moved by Deputy Mayor Chauvet

That Council award the Wastewater Treatment Plant Biosolids Disposal Contract to Lambourne Environmental Ltd. for a 3-year term from 2024 to 2026, with an option for extension for two years, at the rates specified in the proposal.

- CARRIED UNANIMOUSLY.

2024 Street Improvement Program:

The Chief Administrative Officer advised that Administration reviewed tenders received from six applicants for the 2024 Street Improvement Program and introduced the Engineering Services Manager. The Manager reviewed the proposed projects and it was noted that funding comes from multiple budget sources.

24-075 Moved by Councillor Baker

That the 2024 Street Improvement Program be deferred pending confirmation of the total budget amount for all Street Improvements.

- CARRIED UNANIMOUSLY.

2023 Final Project List:

The Chief Administrative Officer noted that Administration completed the summary of 2023 Projects, and introduced the Director of Corporate Services to answer questions.

24-076 Moved by Councillor McAree

That Council accept the 2023 Project List for information.

- CARRIED UNANIMOUSLY.

2024 Strategic Plan:

The Chief Administrative Officer advised that further to a Council Workshop and Policies and Priorities Committee meeting, the Strategic Plan, which includes the Priorities Chart and Work Program, were updated and presented for Council review.

24-077 Moved by Councillor Baker

That Council adopt the 2024 Strategic Plan.

- CARRIED UNANIMOUSLY.

2024 Minister's Awards for Municipal and Public Library Excellence:

The Chief Administrative Officer proposed the Town of Whitecourt submit an award nomination under the Enhancing Community Safety category of the 2024 Minister's Awards for Municipal and Public Library Excellence.

24-078 Moved by Councillor Lapointe

That Council authorize the submission to the 2024 Minister's Awards for Municipal and Public Library Excellence to the Enhancing Community Safety category for the Family Violence Initiative.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Schlosser attended meetings for the Community Services Advisory Board and Youth Advisory Committee.

Councillor Lapointe attended a training session for Community Futures Yellowhead East, the Community Lunchbox Gala, the Policies and Priorities Committee, a Council workshop, and meetings for the Whitecourt Library Board and Youth Advisory Committee.

Councillor McAree attending the Community Lunchbox Gala and the Protective Services Committee meeting.

Councillor Baker attended the annual general meeting for Eagle Tower Victim Services Society, the Policies and Priorities Committee, and meetings for the Performing Arts Society and Tamarack Health Advisory Committee.

Deputy Mayor Chauvet attended the Alberta Municipalities Spring Leaders Caucus, the Policies and Priorities Committee, Council Workshop, and meetings for the Whitecourt Regional Solid Waste Management Authority and Economic Development Committee.

Mayor Pickard also attended the Alberta Municipalities Spring Leaders Caucus, where he had the opportunity to meet with several cabinet ministers. Other meetings attended included the Policies and Priorities Committee, Council Workshop, Whitecourt Regional Solid Waste Management Authority, and Economic Development Committee. The Mayor also attended a local industry breakfast meeting.

24-079 Moved by Councillor Schlosser

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of Information:

24-080 Moved by Deputy Mayor Chauvet

That the following items be accepted as information:

- a) Town Accounts – Cheques 87412 – 87593 (Council Members to contact the Director of Corporate Services prior to Regular Meeting with any questions regarding Town accounts);
- b) March 18, 2024 – Alberta Municipal Affairs Letter re Assessment Model Review steering Committee;
- c) Town of Whitecourt 2024 Press Releases:
 - i. March 15 – Whitecourt Town Council Update;
- d) Woodlands County 2024 Press Releases:
 - i. March 14 – March 13 Council Recap;
- e) Mayor’s Calendar; and
- f) Council Calendar.

- CARRIED UNANIMOUSLY.

2024 Street Improvement Program:

24-081 Moved by Councillor Baker

That Council award the contract for the 2024 Street Improvement Program to E-Construction for an estimated \$582,243.69 plus GST; and authorize additional work required to be undertaken at the unit rates outlined in the contract within the limits of the available budget for the 2024 Street Improvement Program; and direct Administration to bring back the total budget amount for all street improvements.

- CARRIED UNANIMOUSLY.

24-082 Moved by Deputy Mayor Chauvet

That Council go into Closed Meeting to discuss Fire Rescue Services Agreement – Chief and Council of the Alexis Nakota Sioux Nation and Alexis Land Management Corporation; Fire Rescue Services Agreement – Alexis Hotel Corp. and Alexis Land Management Corp.; both per Sections 16 and 21 of the Freedom of Information and Protection of Privacy (FOIP) Act; and Animal Pound Services Agreement per Section 16 of the FOIP Act. Time: 4:39pm.

- CARRIED UNANIMOUSLY.

The meeting recessed. Time: 4:39pm.

The meeting reconvened. Time: 4:43pm.

24-083 Moved by Councillor Schlosser

That Council revert to the Regular Meeting. Time: 5:05pm.

- CARRIED UNANIMOUSLY.

Fire Rescue Services Agreement – Chief and Council of the Alexis Nakota Sioux Nation and Alexis Land Management Corporation

24-084 Moved by Deputy Mayor Chauvet

That Council authorize Administration to enter into a Fire Service Agreement with the Chief and Council of the Alexis Nakota Sioux Nation and Alexis Land Management Corp. for a term of March 30, 2024 to March 29, 2029.

- CARRIED UNANIMOUSLY.

Fire Rescue
Services Agreement
– Alexis Hotel
Corp. and Alexis
Land Management
Corp.:

24-085 Moved by Councillor McAree

That Council authorize Administration to enter into a Fire Service Agreement with Alexis Hotel Corporation and Alexis Tourism RV Park Corp. for a term of March 30, 2024 to March 29, 2029.

- CARRIED UNANIMOUSLY.

Animal Pound
Services Contract:

24-086 Moved by Councillor Lapointe

That Council award the Animal Pound Services Contract to the Whitecourt Veterinary Clinic for a term of February 27, 2024 to February 26, 2027.

- CARRIED UNANIMOUSLY.

Adjournment:

24-087 Moved by Councillor McAree

That the Regular Meeting of Council be adjourned. Time: 5:07pm.

- CARRIED UNANIMOUSLY.



Mayor



Chief Administrative Officer