

AGENDA

REGULAR MEETING OF COUNCIL
Monday, September 8, 2025 at 4:00pm
Forest Interpretive Centre Council Chambers

Present: Mayor Pickard; Deputy Mayor Schlosser; Councillors Baker, Chauvet, Lanctot, Lapointe, and McAree; CAO Smyl; Recording Secretary Grimstad-Davidson.

1. Call to Order and Mayor's Address:
2. Adoption of Agenda:
3. Minutes from the August 18, 2025 Regular Meeting of Council:
4. Public Input Session:
5. 2025 Whitecourt Career & Education Expo/Job Fair:
6. Dial-a-Bus Tender Award:
7. Auditor Appointment:
8. Council Oaths of Office Ceremony and Orientation Sessions:
9. 2026 Council Planning Session:
10. Council Committees Appreciation Reception:
11. Royal Canadian Legion Branch No. 44 – Remembrance Day Service:
12. Street Closure Request – National Day for Truth and Reconciliation:

13. Councillor Reports:
14. Items of Information:
15. Culture & Events Centre Sponsorship Update (Closed Meeting):
(Sections 19 and 34 of the Access to Information Act)
16. Woodlands County Land Use Bylaw No. 630/25 Referral (Closed Meeting):
(Sections 26 and 30 of the Access to Information Act)
17. Intermunicipal Collaboration Framework (Closed Meeting):
(Section 30 of the Access to Information Act)
18. Adjournment:

MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Whitecourt
held on Monday, August 18, 2025 at the Forest Interpretive Centre

Present:	Mayor Pickard; Deputy Mayor Schlosser; Councillors Baker, Chauvet, Lanctot, Lapointe, and McAree; Acting Chief Administrative Officer Loberg; and Recording Secretary Gallant.
Call to Order & Mayor's Address:	The Meeting was called to order at 4:00pm; Mayor Pickard presiding.
Adoption of Agenda:	<u>25-265 Moved by Councillor Chauvet</u> That the Agenda be adopted as presented. - CARRIED UNANIMOUSLY.
Minutes from the July 21, 2025 Regular Meeting:	<u>25-266 Moved by Deputy Mayor Schlosser</u> That the Minutes from the July 21, 2025 Regular Meeting be adopted as presented. - CARRIED UNANIMOUSLY.
Public Input Session:	There was no one present wishing to make a presentation.
2026 Budget Schedule:	The Acting Chief Administrative Officer introduced the Director of Corporate Services who reviewed the proposed 2026 budget schedule. <u>25-267 Moved by Councillor McAree</u> That Council accept the proposed 2026 Budget Schedule as information; and, That Council schedule a Special Meeting of Council on October 1, 2025 at 4:00pm to discuss the 2026 Budget. - CARRIED UNANIMOUSLY.
Blue Ridge Road Culvert Replacement Tender Award:	The Acting Chief Administrative Officer noted a tender was issued for the Blue Ridge Road Culvert Replacement, and introduced the Director of Infrastructure to provide further details on the project and tender recommendation. <u>25-268 Moved by Deputy Mayor Schlosser</u> That Council award the contract for the Blue Ridge Road Culvert Replacement to Unsurpassable Construction Ltd. for \$574,455 plus GST, with an additional \$35,699 to be allocated from the Street Improvement Program reserve. - CARRIED UNANIMOUSLY.
National Coaches Week:	The Acting Chief Administrative Officer stated that National Coaches Week was scheduled for September 15-21, 2025. <u>25-269 Moved by Councillor McAree</u> That Council be authorized to participate in National Coaches Week surprise visits between September 15-19, 2025; and officially proclaim September 15-21, 2025 as National Coaches Week in Whitecourt. - CARRIED UNANIMOUSLY.

Rotary Club of
Whitecourt Peace
Pole Unveiling
Ceremony:

The Acting Chief Administrative Officer noted that the Rotary Club of Whitecourt invited Council to an unveiling ceremony for the Peace Pole that had been approved in Festival Park.

25-270 Moved by Councillor Lapointe

That Council Members be authorized to attend the Rotary Club of Whitecourt's Peace Pole Unveiling Ceremony at Festival Park on Sunday, September 21, 2025 at 1:00pm.

- CARRIED UNANIMOUSLY.

October 2025
Policies and
Priorities
Committee
Meeting:

The Acting Chief Administrative Officer stated that due to the 2025 Municipal Election, it was recommended that the October 20, 2025 Policies and Priorities Committee meeting be cancelled.

25-271 Moved by Councillor Baker

That Council cancel the regularly scheduled meeting of the Policies and Priorities Committee scheduled for October 20, 2025.

- CARRIED UNANIMOUSLY.

Rail Safety Week:

The Acting Chief Administrative Officer noted that a request was received to recognize September 15-21, 2025 as Rail Safety Week.

25-272 Moved by Deputy Mayor Schlosser

That Council recognize the week of September 15-21, 2025 as Rail Safety Week in Whitecourt, as per Policy 11-008 – Salutes of Special Days/Weeks/Events and/or Proclamations.

- CARRIED UNANIMOUSLY.

Request for Street
Closure – Trunk or
Treat:

The Acting Chief Administrative Officer stated that a request was received from the Whitecourt & District Chamber of Commerce requesting the closure of portions of 50 Avenue and 51 Avenue on October 25, 2025 to accommodate the Trunk or Treat Event.

25-273 Moved by Councillor Lapointe

That Council authorize the closure of 49 Street from 50 Avenue to 52 Avenue and, 51 Avenue from 49 Street to 50 Street, to accommodate the Chamber of Commerce Trunk or Treat event on October 25, 2025 from 9:00am to 4:00pm.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Chauvet noted that he attended the MLA Martin Long Golf Tournament.

Councillor Baker noted that she attended the MLA Martin Long Golf Tournament and RibFest.

Councillor Lapointe reported that she attended the Town Social Club Golf Tournament and MLA Martin Long Golf Tournament. She also attended an ICF Committee update meeting; multiple Library Board meetings, and an Ad Hoc Culture & Events Centre Sponsorship/Partnership Committee meeting.

Deputy Mayor Schlosser noted that he attended the ICF Committee update meeting, and welcomed participants and visitors to the Alberta Provincial Championship Event hosted by the Whitecourt Minor Baseball Association.

Mayor Pickard reported that he attended a meeting with industry leaders, as well as a meeting with the Minister of Infrastructure Martin Long. He noted that the Crime Prevention Presentation hosted on July 30 was well attended, and that the Whitecourt RCMP would be hosting a cybercrime presentation in the fall. He reported that he also attended an ICF Committee update meeting, a Community Rail Advocacy Alliance meeting, and an Ad Hoc Culture & Events Centre Sponsorship/Partnership Committee meeting.

Councillor Lanctot arrived to the meeting. Time: 4:27pm.

Councillor Lanctot noted that he attended a Municipal Planning Commission meeting, and the MLA Martin Long Golf Tournament.

25-274 Moved by Councillor Lapointe

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of
Information:

25-275 Moved by Councillor Chauvet

That the following items be accepted as information:

- a) Town Accounts – Cheques 95365 – 93846;
- b) July 23, 2025 Letter to Lac Ste. Anne Foundation re: Letter of Support for Land Transfer;
- c) Crime Prevention Form Letters received from three individuals;
- d) August 13, 2025 Letter from Alberta Forest Products Association re: Federal Announcement of Support for Alberta's Forest Industry;
- e) Town of Whitecourt 2025 Press Releases:
 - i. July 23 – Town Council Update;
 - ii. August 1 – Road Construction in Whitecourt Continues;
 - iii. August 7 – Presentation on crime prevention strategies held July 30;
 - iv. August 7 – Summer Street Fest is coming to downtown Whitecourt August 9;
- f) Woodlands County 2025 Press Releases:
 - i. July 21 – County Council Recap – July 16;
- g) Mayor's Calendar; and,
- h) Council Calendar.

- CARRIED UNANIMOUSLY.

25-276 Moved by Councillor Lanctot

That Council go into Closed Meeting to discuss Culture & Events Centre Sponsorship Update per Sections 19 and 34 of the Access to Information (ATIA) Act and Intermunicipal Collaboration Framework per Section 30 of the ATIA Act. Time: 4:39pm.

- CARRIED UNANIMOUSLY.

25-277 Moved by Councillor Lanctot

That Council revert to Regular Meeting. Time: 5:13pm.

- CARRIED UNANIMOUSLY.

Culture & Events
Centre Sponsorship
Update:

25-278 Moved by Councillor McAree

That Council accept the Culture & Events Centre Sponsorship Update as information.

- CARRIED UNANIMOUSLY.

Intermunicipal
Collaboration
Framework:

25-279 Moved by Councillor Lanctot

That Council accept the Intermunicipal Collaboration Framework as information.

- CARRIED UNANIMOUSLY.

Adjournment:

25-280 Moved by Councillor Chauvet

That the Regular Meeting of Council be adjourned. Time: 5:14pm.

- CARRIED UNANIMOUSLY.

Mayor

Chief Administrative Officer



Public Input Session: Terms of Reference

The purpose of the Public Input Session is to provide a venue that allows community members the opportunity to voice opinions and to bring attention to pertinent local issues. Council may ask for clarification regarding matters presented by public members; however, this session is not intended as a forum for debate.

1. Members of the public wishing to address Council are asked to complete the sign-up sheet available at the delegation table with their name, address, and topic they will be addressing.
2. The public member shall begin comments by stating their name.
3. Public members shall direct comments to the Chair.
4. Each public member shall have 2 minutes to speak at a maximum; however, the Mayor may reduce or increase time allotments per speaker depending on the number of public members wishing to speak at each meeting.
5. Public members are not permitted to discuss matters that include personnel, legal matters, land issues, or other items included in Sections 19-34 of the Access to Information Act. Items pertaining to a scheduled Public Hearing or appeal will also not be permitted for discussion during the Public Input Session, and will be referred to the scheduled hearing or appeal.
6. Public members cannot discuss matters that are already included as items on the agenda for that meeting unless permission is granted by the Chair.
 - (a) The Chair will not allow discussion on agenda items that are time sensitive in nature, or items that have previously been deferred.
 - (b) If a public member is permitted to speak on a matter that is an item on that meeting agenda, and the presentation provides new information which could result in a different course of action, the item will be deferred to a future meeting.
7. Public Input Session issues shall be either:
 - a. accepted as information,
 - b. referred to Administration for further information, or
 - c. deferred for further discussion.

We appreciate your comments and Council thanks you for your input.



REQUEST FOR DECISION

Date: September 3, 2025
Meeting: September 8, 2025 Regular Meeting of Council
Originated by: Rhonda Woods, Economic Development Officer
Title: 2025 WHITECOURT CAREER & EDUCATION EXPO/JOB FAIR

PROPOSAL AND BACKGROUND:

Administration met with representatives from Living Waters Separate School Division, Northern Gateway Public Schools, Alberta Government, Woodlands County, Community Futures Yellowhead East, MD of Greenview, the Educational Liaison Association of Alberta (ELAA), Whitecourt & District Chamber of Commerce, and CAREERS, to plan the 2025 Career & Education Expo/Job Fair. The Career & Education Expo/Job Fair is scheduled for Friday, September 26, 2025 from 9:30am – 4:00pm at the Allan & Jean Millar Centre. The event will encourage participation in hands on demonstrations and provide an opportunity for participants to explore various careers available in the community. It will also provide an opportunity for employers to recruit new employees, accept and distribute job applications, and provide information to job seekers.

The Career and Education Expo Exhibitor invitations have been distributed to local employers, who have expressed enthusiasm to participate. In previous years, there has been participation from over 50 exhibitors representing different industry sectors, and 20 different college and university representatives in attendance. Invitations were distributed to surrounding school divisions to attend the Career and Education Expo and it is anticipated that over 1200 students will attend.

REFERENCES:

<https://www.whitecourt.ca/business/expo2025>

BENEFITS/DISADVANTAGES AND OPTIONS:

This event will provide an opportunity to showcase local career options to youth in the region and for participants and job seekers to meet with various business and industry representatives.

COST AND SOURCE OF FUNDING:

- 2025 Whitecourt Economic Development Budget
 - Planning Partnerships
-

COMMENTS:

The Town will be utilizing a double booth to showcase volunteer positions, employment opportunities, Whitecourt Transit, available grant programs, and the benefits of living in the region and working for municipal government.

RECOMMENDATION:

That Council accept the Whitecourt Career and Education Expo and Job Fair as information.

APPROVAL:

Department Director:

CAO:



Whitecourt

REQUEST FOR DECISION

Date: September 2, 2025
Meeting: September 8, 2025 Regular Meeting of Town Council
Originated by: Drew Hadfield, Director of Infrastructure Services
Title: DIAL-A-BUS TENDER AWARD

PROPOSAL AND BACKGROUND:

The Town is scheduled to replace the Dial-a-Bus in 2026, based on a standard ten-year lifecycle. Given that the procurement process for para transit vehicles is typically lengthy, and with additional funds available through grants, Administration initiated the purchase process earlier in 2025 through a Request for Proposal (RFP) for the supply of one transit bus. The RFP was advertised on the Alberta Purchasing Connection website and distributed via direct invitation. Two bids were received from Crestline Coach Ltd.

Crestline Coach Ltd. submitted proposals for two distinct models:

1. 2026 Arboc Spirit of Freedom on a Chevrolet G4500 chassis for \$264,453.15, plus GST; and
2. 2026 Star Trans Senator II on a Chevrolet G4500 chassis for \$199,361.21, plus GST.

The 2026 Arboc Spirit of Freedom model features a low-floor design with an integrated ramp, which offers enhanced accessibility and operational reliability. The alternative, the Star Trans Senator II, utilizes a rear lift mechanism. Based on previous experience with similar lift systems on our current Dial-a-Bus, Administration anticipates potential mechanical issues and increased maintenance requirements with this design. The Arboc Spirit of Freedom's low-floor and ramp system is expected to provide a more durable and user-friendly solution for para transit services.

In August, Fleet and Transit staff attended a demonstration of the Arboc Spirit of Freedom in Grande Prairie. That model, built on a Ford E450 chassis, offered an improved floor plan that accommodates more seating and ensures safer and easier loading for wheelchair passengers. Following this review, Crestline provided a revised quote of \$288,989.77 for the Ford E450 configuration.

REFERENCES

- Submitted Proposals

BENEFITS/DISADVANTAGES AND OPTIONS:

The primary objective is to acquire a reliable and accessible para transit vehicle that meets the community's needs and ensures long term operational efficiency. The proposed 2026 Arboc Spirit of Freedom offers several key benefits:

- Enhanced accessibility with a low-floor and ramp design.
- Reduced risk of mechanical failures compared to rear-lift systems.
- Improved operational reliability and service continuity.
- Strong supplier support, warranty coverage, and available replacement parts.
- Layout improvements that enhance safety and passenger experience.

While the Star Trans Senator II offers a lower initial cost, its rear lift design presents a higher risk of mechanical failures, which could lead to increased downtime and maintenance expenses, ultimately negating the initial cost savings. The Arboc Spirit of Freedom, despite its higher upfront cost, is considered a more sustainable and reliable investment for the Town's para transit services.

COST AND SOURCE OF FUNDING:

Funding will be provided through a combination of Rural Transit Solutions Fund and the Equipment Replacement Reserves allocated in the 2025 and 2026 Capital Budgets.

COMMENTS:

Administration recommends proceeding with the Arboc Spirit of Freedom, prioritizing long-term reliability, accessibility, and improved service delivery over short-term cost savings. This decision supports the Town's commitment to accessible and dependable public transportation.

Additional safety options are being considered, which are over and above the quoted price. These additional features will be considered in the set up costs for the unit and will be within the allocated budget.


RECOMMENDATION:

That Council accept the proposal from Crestline Coach Ltd. for the purchase of a 2026 Arboc Spirit of Freedom Dial-a-Bus on a Ford E450 chassis, at a cost of \$288,989.77 plus GST.

APPROVAL:

Department Director:

CAO:





Whitecourt

REQUEST FOR DECISION

Date: September 3, 2025
Meeting: September 8, 2025 Regular Council Meeting
Originated by: Judy Barney, Director of Corporate Services
Title: AUDITOR APPOINTMENT

PROPOSAL AND BACKGROUND:

The current auditing contract for the Town is expiring and in accordance with the Municipal Government Act (MGA) S. 280, Council must appoint an auditor for the Town; and Policy 13-012 – Audit Services authorizes audit services for three years with the option to extend for up to two years.

Administration advertised the Request for Proposals (RFP) on the Alberta Purchasing Connection platform from July 18 to August 15, 2025, and on the Town website for audit services that also included minor, additional services to complete the tri-annual Local Authority Pension Plan (LAPP) compliance report for Alberta Pensions Administration as well as the annual review engagement to provide a financial report to the Family and Community Support Services Grant program.

Three qualifying proposals were received that met the mandatory requirements. The three proposals were evaluated with the following criteria as identified in the proposal:

Criteria	Weighting
	%
Price	25
Technical Expertise and Qualifications	15
Firm's Experience with Comparable Engagements And References	15
Experience of the audit Staff assigned to the Engagement and their roles	25
Audit Approach	10
Quality of Proposal and Other Factors	10
Total	100

Administration ranked the three proposals and based on the average of each team member's ranking the highest ranked proposal was the firm, Metrix Group LLP – see table below.

Company	Fletcher Mudryk LLP	Metrix Group LLP	Meyers Norris Penny LLP
Ranking	82	96	85
Bid	\$164,865	\$128,500	\$186,050

Based on the evaluation, Administration is recommending that Council appoint Metrix Group LLP as the Town's Auditor.

REFERENCES

- Policy 13-012 – Audit Services
- Municipal Government Act

BENEFITS/DISADVANTAGES AND OPTIONS:

Tendering the audit services every three years ensures that competitive pricing is being received for the services provided. Evaluating the tender based on the evaluation criteria ensures that all the categories are considered, standardizes scoring and removes subjectivity from the process when evaluating a proposal.

Metrix Group LLP (Metrix) bid for the three-year period is the lowest, the audit will require less staff assistance in performing the audit as they are the Town's current auditor and they will not require a transition period to do a preliminary review of the prior year working papers, internal controls and year end balances.

COST AND SOURCE OF FUNDING:

- Town Operating Budget for 2025, 2026 and 2027
- Landfill Operating Budget for 2025, 2026, and 2027

COMMENTS:

Metrix Group LLP has been the auditor for several terms and has demonstrated a sound working knowledge of the generally accepted accounting principles for Municipal Governments established by the Public Sector Accounting Board and the Canadian Institute of Chartered Professional Accountants, as well as the reporting requirements as set out in the MGA and its regulations.

In the past engagements, Metrix Group LLP has completed the audits in a timely and professional manner.

RECOMMENDATION:

That Council appoint Metrix Group LLP as the Town's auditor for total cost of \$128,500 plus GST for a three-year term commencing with the 2025 fiscal year audit.

APPROVAL:

Department Director:

CAO:





REQUEST FOR DECISION

Date: September 3, 2025
Meeting: September 8, 2025 Regular Meeting of Council
Originated by: Peter Smyl, Chief Administrative Officer
Title: **COUNCIL OATHS OF OFFICE CEREMONY AND ORIENTATION SESSIONS**

PROPOSAL AND BACKGROUND:

With the upcoming 2025 General Municipal Election, Administration is preparing for the Oaths of Office Ceremony, and Orientation Sessions for the new Whitecourt Town Council. Scheduling the dates for the Oaths of Office Ceremony and Orientation Session will allow candidates running in the election to book the time on their calendars now to ensure their availability and participation.

REFERENCES

- Municipal Government Act
- Policy 11-012 – Orientation of Council Members
- Whitecourt 2025 Council Orientation Agenda – attached

BENEFITS/DISADVANTAGES AND OPTIONS:

Administration suggests that the Oaths of Office Ceremony be held at 10am on Saturday, October 25. Both federal and provincial government representatives for our area have been invited to attend, and formal Council photos will also be completed. The Ceremony will take place in the Council Chambers at the Forest Interpretive Centre.

Per the Municipal Government Act, the Orientation Sessions will provide a comprehensive briefing for all elected officials on roles and responsibilities, and all aspects of the municipality's operations, policies, and procedures. S.201.1(1) outlines a number of topics that must be reviewed prior to the Organizational Meeting and the first Regular Meeting, and Councillor attendance for these topics is mandatory.

George Cuff will be making a governance presentation to both Whitecourt and Woodlands County Councils on December 2, 2025 at the Forest Interpretive Centre.

COST AND SOURCE OF FUNDING:

2025 Budget

COMMENTS:

Within 90 days of assuming office, all elected officials must complete the Local Authority Election Official (LAEO) course offered by Alberta Emergency Management Association. Woodlands County will be hosting the course locally on Tuesday, December 16 at the Woodlands County Office from 8:30am to 12:30pm. For those unable to attend, this course is also offered online, and information on how to complete the course will be provided to all elected officials with the orientation package.

Administration has booked four spots at the Munis 101 session being offered by Alberta Municipalities on November 14 and 15. Additional sessions will be available at other times and locations, and if required, Administration can arrange registration of Council Members to another session.

Administration is waiting for Alberta Municipalities to confirm the fall convention agenda, and if a legal session is not part of the program, Administration will schedule a legal education session with Council.

RECOMMENDATION:


That Council:

- Schedule the Oaths of Office Ceremony for 10:00am on Saturday, October 25, 2025; and,
- Adopt the Whitecourt 2025 Council Orientation Agenda as presented.

APPROVAL:

Department Director:

CAO:





2025 COUNCIL ORIENTATION AGENDA

**Notes mandatory sessions for all Council Members.

Day 1**

Friday, October 24, 2025

8:30am to 4:00pm

Council Orientation – Forest Interpretive Centre, Classroom

- Role of Municipalities in Alberta
- Municipal organization and function
- Roles and responsibilities of Council and Councillors
- Roles and responsibilities of the CAO
- Key municipal plans, policies and projects
- Budgeting and financial administration
- Public participation

Lunch – Location TBD

Day 2**

Monday, October 27

9:00am to 1:00pm

Municipal Facility Tours – Start at the Whitecourt Town Office, locations to be announced (transportation provided)

Lunch – Location TBD

Day 3

Friday, November 14 and Saturday, November 15

2:00pm to 5pm Friday

8:00am to 12:00 Saturday

Munis 101: The Essentials of Municipal Government - Calgary
(4 spots are reserved following the Alberta Municipalities Association Convention)
(Additional session dates are available if required.)

Day 4 **

Tuesday, December 2, 2025

9:00am to 4:00pm

George Cuff – Governance Presentation
Forest Interpretive Centre
Hosted in partnership with Woodlands County Council

Day 5

Tuesday, December 16, 2025

8:30am to 12:30pm

Local Authority Elected Official (LAEO) – Alberta Emergency Management Agency
Woodlands County Office – County Council Chambers



Whitecourt

REQUEST FOR DECISION

Date: September 3, 2025
Meeting: September 8, 2025 Regular Meeting of Council
Originated by: Peter Smyl, Chief Administrative Officer
Title: 2026 COUNCIL PLANNING SESSION

PROPOSAL AND BACKGROUND:

Administration proposes that the annual Council Planning Session be scheduled for January 22 through 24, 2026, in Edmonton.

Advance notice on this session is being provided to ensure all Council Members can attend. A final agenda for the session will be presented to Council following the municipal election.

REFERENCES:

N/A

BENEFITS/DISADVANTAGES AND OPTIONS:

The Council Planning Session includes a session on strategic planning to identify community priorities and plans for addressing local needs over the course of the term.

The tentative agenda includes:

- Thursday, January 22
 - Capital and Operating Reserves
 - 2026 20 Year Capital and Major Maintenance Plan
 - Friday, January 23
 - Strategic Plan Review and Update
 - Saturday, January 27
 - Council Evaluations and Check In
 - Planning Session Feedback
 - CAO Evaluation
-

COST AND SOURCE OF FUNDING:

2026 Operating Budget

COMMENTS:

Tracey Lorenson, of CivicExcellence, has been contracted to facilitate the strategic planning session on Friday, January 23.

Similar to 2025, the following Council Committees will present at upcoming Council Meetings (after the election) to discuss their priorities and points of interest. This feedback will then be used to update the Strategic Plan.

- Communities in Bloom Committee
- Community Services Advisory Board
- Economic Development Committee
- Health Professionals Attraction and Retention Committee
- Protective Services Committee
- Youth Advisory Committee

P Smgl



REQUEST FOR DECISION

Date: September 2, 2025
Meeting: September 8, 2025 Regular Meeting of Council
Originated by: Wendy Grimstad-Davidson, Executive Assistant
Title: **COUNCIL COMMITTEES APPRECIATION RECEPTION**

PROPOSAL AND BACKGROUND:

An appreciation reception has been planned for all members of Council Committees and for Council members on Tuesday, November 18, beginning at 7pm. Administration is working with the Community Foundation for a presentation on what the Foundation brings to the community, and acknowledging the importance of volunteers within the community.

Members from the following committees/boards will be invited:

- Communities In Bloom Committee
- Community Services Advisory Board
- Economic Development Committee
- Health Professionals Attraction & Retention Committee
- Library Board
- Municipal Planning Commission
- Protective Services Committee
- Subdivision and Development Appeal Board
- Whitecourt FireSmart Working Group
- Youth Advisory Committee
- Ad Hoc Sponsorship/Partnership Committee

The following external committees that have Council appointed representation are also invited to attend:

- Whitecourt Heritage Society
- Whitecourt Mountain Bike Association
- Whitecourt & Woodlands Performing Arts Society
- Whitecourt & Woodlands Winter Recreation Park Society

REFERENCES

- Policy 11-003 – Council Committees
- Policy 12-016 – Recognition of Council, Council Committee Members, and Fire Fighters
- Bylaw 1570 – Council Committees Bylaw

BENEFITS/DISADVANTAGES AND OPTIONS:

The appreciation evening allows Council and Administration the opportunity to mix and mingle with volunteers and to thank them in a relaxed setting.

COST AND SOURCE OF FUNDING:

2025 Budget

COMMENTS:

N/A


RECOMMENDATION:

That Council be authorized to attend the Council Committee Appreciation Reception on Tuesday, November 18, 2025, at the Whitecourt Golf & Country Club.

APPROVAL:

Department Director:

CAO:





Whitecourt

REQUEST FOR DECISION

Date: September 3, 2025
Meeting: September 8, 2025 Regular Meeting of Council
Originated by: Wendy Grimstad-Davidson, Executive Assistant
Title: **ROYAL CANADIAN LEGION BRANCH NO. 44 – REMEMBRANCE DAY SERVICE**

PROPOSAL AND BACKGROUND:

The Royal Canadian Legion Branch No. 44 has requested use of the Allan & Jean Millar Centre fieldhouse to host a Remembrance Day Service for the citizens of Whitecourt and area on November 11, 2025. The ceremonies have been held at the Allan & Jean Millar Centre for the past three years.

In previous years, the facility has closed the fieldhouse between 7:00 – 9:00pm the evening prior to accommodate setup, and also reserved the boardroom for the bag piper, from 9:00am – 1:00pm on November 11.

REFERENCES

- Letter dated August 12, 2025 from Chair of Poppy Fund and Remembrance Day Committee – attached
- Fees Bylaw 1551

BENEFITS/DISADVANTAGES AND OPTIONS:

The fieldhouse would be closed on November 11, 2025 from 8:00am to 1:00pm to accommodate the service. The remainder of the facility would remain open.

This is a free event honouring veterans and attendance is expected to be approximately 600 people.

COST AND SOURCE OF FUNDING:

2025 Operating Budget

COMMENTS:

N/A

RECOMMENDATION:

That Council provide the Allan & Jean Millar Centre Fieldhouse at no charge to the Royal Canadian Legion Branch No. 44 as follows:

- November 10, 2025 Full Fieldhouse from 7:00 – 9:00pm
- November 11, 2025 Full Fieldhouse from 8:00am – 1:00pm
- November 11, 2025 Crown & Anchor Board Room from 9:00am – 1:00pm

to host the Remembrance Day Service.

APPROVAL:

Department Director:

CAO:





DATE RECEIVED
AUG 12 2025
TOWN OF WHITECOURT

Royal Canadian Legion Branch #44, Whitecourt
Box 872
Whitecourt, Alberta T7S 1N8

August 12, 2025

Town of Whitecourt
Mayor Tom Pickard
5004-52 Avenue, Box 509
Whitecourt, Alberta T7S 1N6

Dear Sir:

Re: Allan and Jean Millar Centre

With the success of previous Remembrance Day Services held in the Allan and Jean Centre, the Royal Canadian Legion Branch #44 would again like to hold the 2025 service in the Centre on November 11th 2025. The timing for this event would be as follows:

10 November – set up timing to be coordinated with centre personnel
11 November – start 0800 hrs to finish 1300 hours.

We thank you very much for the great cooperation of the centre personnel and Town of Whitecourt Mayor and Counsellors for the use of this facility for this act of Remembrance.

With respect,

Ian McDermid, CD
Chair Poppy Fund and Remembrance Day Committee
Royal Canadian Legion Branch #44, Whitecourt
780-778-2711 home
idmcderm@telus.net



Whitecourt

REQUEST FOR DECISION

Date: September 3, 2025
Meeting: September 8, 2025 Regular Meeting of Council
Originated by: Wendy Grimstad-Davidson, Executive Assistant
Title: **STREET CLOSURE REQUEST – NATIONAL DAY FOR TRUTH AND RECONCILIATION**

PROPOSAL AND BACKGROUND:

A request has been received from the Whitecourt Indigenous Friends Society for a street closure on Monday, September 30, 2025 to allow for a procession through downtown, followed by events at Festival Park in honour of Orange Shirt Day and National Day for Truth and Reconciliation.

The Society plans for the walk to begin from Festival Park, traveling counter-clockwise through the downtown following the standard parade route, with welcome speeches at 10:30am and the walk beginning at 11:00am until approximately 11:45am. Following the procession, a barbecue and round dance will be held. The Society has extended an invitation for the Mayor to provide a speech and for Councillors to attend the event.

The applicant has also requested use of picnic tables at the pavilion at Festival Park.

REFERENCES:

- Application
 - Policy 31-005 Parades/Processions/Demonstrations/Events
 - Policy 72-004 Rental of Festival Park
 - Procession Route – attached
-

BENEFITS/DISADVANTAGES AND OPTIONS:

The proposed procession follows the standard parade route for the Town.

Due to the overlap with the parade route and part of the Town's bus route, transit stops will have to be adjusted.

As is standard practice for parades, provisions are required to be made for emergency access at all intersections should they be required.

COST AND SOURCE OF FUNDING:

Costs to the Town would be minimal, with the drop off and pick up of road closure barriers per typical practice.

COMMENTS:

N/A

RECOMMENDATION:

That Council:

- Authorize the use of picnic tables at the pavilion at Festival Park for the Whitecourt Indigenous Friends Society National Day for Truth and Reconciliation Event on September 30, 2025;
- Be authorized to attend the National Day for Truth and Reconciliation Event; and
- Approve the street closure and procession route for the Whitecourt Indigenous Friends Society National Day for Truth and Reconciliation Walk on September 30, 2025, from 11:00am to 12:00 noon, subject to:
 - Meeting all of the requirements of Policy 31-005 - Parades/Processions/Demonstrations/Events.
 - Obtaining a Temporary Traffic Control Permit.

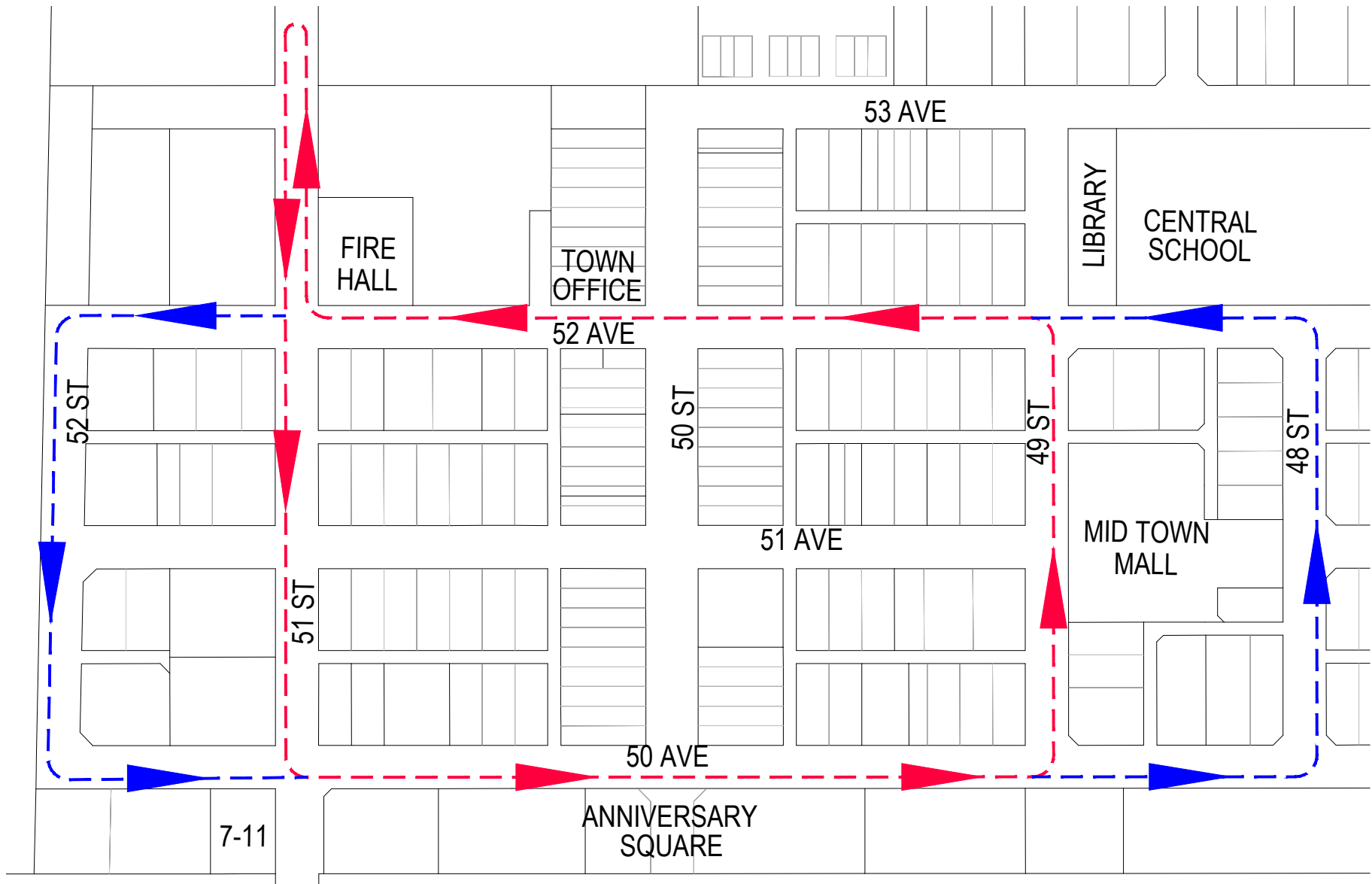
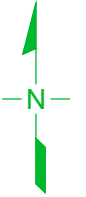
APPROVAL:

Department Director:


CAO:



STANDARD PARADE ROUTE



STANDARD PARADE ROUTE — — — — — 

ALTERNATE PARADE ROUTE — — — — — 





Whitecourt

REQUEST FOR DECISION

Date: August 13, 2025
Meeting: August 18, 2025 Regular Meeting of Council
Originated by: Wendy Grimstad-Davidson, Executive Assistant
Title: COUNCILLOR REPORTS

PROPOSAL AND BACKGROUND:

Council Members report to co-Members regarding issues and decisions made on the various Boards and Committees on which they serve.

Councillor Name	Committee
Tara Baker	Canfor Public Advisory Committee Communities in Bloom Community Services Advisory Board (Alternate) Emergency Advisory Committee Subdivision and Development Appeal Board (Alternate) Whitecourt FireSmart Working Group Lac Ste. Anne Foundation (Alternate) Whitecourt Airport Advisory Committee (Alternate) Whitecourt Regional Forest Advisory Committee Whitecourt & Woodlands Performing Arts Society
Paul Chauvet	Subdivision and Development Appeal Board Ad Hoc MDP/LUB Review Advisory Committee Capital Region Assessment Services Commission Golden Triangle Trail Partnership Committee Lac Ste. Anne Foundation Whitecourt Regional Solid Waste Management Authority
Braden Lanctot	Canfor Public Advisory Committee (Alternate) Council Compensation Committee Economic Development Committee Municipal Planning Commission Protective Services Committee Whitecourt Airport Advisory Committee Whitecourt Mountain Bike Association Whitecourt Regional Solid Waste Management Authority Whitecourt & Woodlands Winter Recreation Park Society
Serena Lapointe	Joint Liaison Committee Subdivision and Development Appeal Board (Alternate) Whitecourt Library Board Youth Advisory Committee Ad Hoc Culture & Events Centre Partnership/Sponsorship Comm. Community Futures Yellowhead East Yellowhead Regional Library

Bill McAree	Council Compensation Committee Emergency Advisory Committee Municipal Planning Commission (Alternate) Protective Services Committee Whitecourt Regional Solid Waste Management Authority (Alt.) Youth Advisory Committee (Alternate)
Tom Pickard	Council Compensation Committee Economic Development Committee Joint Liaison Committee Protective Services Committee Ad Hoc Culture & Events Centre Partnership/Sponsorship Comm. Chamber of Commerce Liaison/Board of Directors Northern Alberta Elected Officials Caucus Northern Alberta Mayors and Reeves Caucus Whitecourt Airport Advisory Committee Whitecourt Business Support Network Whitecourt & District Health Partnership Team Whitecourt Regional Solid Waste Management Authority
Derek Schlosser	Community Services Advisory Board Health Professionals Attraction and Retention Committee Joint Liaison Committee Municipal Planning Commission Youth Advisory Committee Ad Hoc Culture & Events Centre Partnership/Sponsorship Comm. Ad Hoc MDP/LUB Review Advisory Committee Whitecourt Heritage Society

REFERENCES:

- Municipal Planning Commission Minutes – June 12 and August 14, 2025
- Ad Hoc Culture & Events Centre Partnership/Sponsorship Committee Minutes – July 3, 2025

BENEFITS/DISADVANTAGES AND OPTIONS:

Council Members keep other Members up to date on all aspects of Town business and dealings.

COST AND SOURCE OF FUNDING:

N/A

COMMENTS:

N/A

RECOMMENDATION:

That Council accept the Councillor Reports item as information.

APPROVAL:

Department Director:

CAO:



**MINUTES OF THE REGULAR MEETING OF THE
Municipal Planning Commission
Thursday, June 12, 2025 at 4:00 p.m.
at the Town of Whitecourt Large Boardroom**

Present:	Chair: Chantelle Hoisington; Councillors: Braden Lanctot and Derek Schlosser; Member: Glen Kingdon; Director of Planning and Development: Jennine Loberg; Planner: Stephanie Schaffner; Development Officer: Kerina SoroChan; Recording Secretary: Sydney Barry.
Present via Zoom Videoconference:	Vice-Chair: Shannon Wharton.
Call to Order:	The Meeting was called to order with Chair Hoisington presiding. Time: 4:00 p.m.
Adoption of Agenda:	<p><u>25-028 Moved by Member Schlosser:</u> That the Agenda be adopted as presented.</p> <p style="text-align: right;">- CARRIED.</p>
Minutes from the May 22, 2025, Regular Meeting:	<p><u>25-029 Moved by Member Lanctot:</u> That the Minutes from the May 22, 2025 Regular Meeting be adopted as presented.</p> <p style="text-align: right;">- CARRIED.</p>
Application 25-029 – Variance Request to Reduce Front Yard Setback – 3335 33 Street:	<p>Development Officer SoroChan presented a variance request to reduce the front yard setback at 3335 33 Street. This property is located in an M-1, Service Industrial, Land Use District where a 6.0m setback is required from the 33rd Street property line. The Applicant is seeking approval to reduce this setback to a range between 2.54 metres and 4.37 metres.</p> <p>The Applicant's rationale highlighted the need for additional lot space due to the maneuvering of large vehicles on-site and while exiting onto 33rd Street. 33rd Street is classified as an arterial road where future plans for widening, proper drainage and infrastructure protection are key reasons for the required front setback.</p> <p>The Applicant was in attendance at the meeting and noted that the paving was completed 15-20 years ago. He was unaware that it did not comply with his approved site plan and expressed appreciation for the Town's willingness to work with him to resolve the non-compliance.</p> <p><u>25-030 Moved by Member Wharton:</u> That the Municipal Planning Commission approve Development Permit Application No. 25-029 to vary the front yard setback from 6.0 metres to distances ranging from 2.54 metres to 4.37 metres, on a temporary basis, subject to the following conditions:</p> <ol style="list-style-type: none"> 1. This temporary variance shall expire at the time of future subdivision or development of the property, or upon one year's written notice from the Town of Whitecourt. Upon expiry of this variance, the property shall be brought into compliance with the September 30, 2005 Site Plan or with the Land Use Bylaw regulations in force at that time, as agreed upon in writing with the Town of Whitecourt. 2. The applicant shall comply with all other applicable provisions of Land Use Bylaw 1577, as amended from time to time. A copy of the bylaw is available at www.whitecourt.ca. 3. The applicant shall immediately notify the Town of Whitecourt of any deviations or proposed changes to the approved development plans. 4. The registered property owner(s) shall be solely responsible for any damages to shallow utilities (e.g., telecommunications, gas distribution lines, etc.) resulting from the installation, removal, or maintenance of landscaping (including gravel and shrubs) or parking infrastructure.

5. The applicant shall comply with all applicable municipal, provincial, and federal regulations related to parking, loading, storage, and development within the reduced front setback, including any requirements for safety, access, and utility protection.

- CARRIED.

Next Meeting Date:

The next Regular Meeting is scheduled for June 26, 2025 at 4:00 p.m.

Adjournment:

25-031 Moved by Member Lanctot:

That the Regular Meeting of the Municipal Planning Commission be adjourned.

Time: 4:11 p.m.

- CARRIED.



Chantelle Hoisington
Chair

**MINUTES OF THE REGULAR MEETING OF THE
Municipal Planning Commission**
Thursday, August 14, 2025, at 4:00 p.m.
at the Town of Whitecourt Large Boardroom

Present:	Chair: Chantelle Hoisington; Member Glen Kingdon; Director of Planning and Development Jennine Loberg; Planner Stephanie Schaffner; Development Officers Kerina Sorochoan and Samantha Kemp; Recording Secretary Sydney Barry.
Present via Zoom Videoconference:	Councillors: Braden Lanctot and Derek Schlosser.
Absent:	Vice Chair: Shannon Wharton.
Call to Order:	The Meeting was called to order with Chair Hoisington presiding. Time: 4:00 p.m.
Adoption of Agenda:	<u>25-032 Moved by Member Lanctot</u> That the Agenda be adopted as presented. <div style="text-align: right;">- CARRIED.</div>
Minutes from the June 12, 2025, Regular Meeting:	<u>25-033 Moved by Member Schlosser</u> That the Minutes from the June 12, 2025 Regular Meeting be adopted as presented. <div style="text-align: right;">- CARRIED.</div>
Application 25-077 – Discretionary Use Application for Equipment Sales, Rental and Repair, Heavy at 3321 37 Avenue:	<p>Development Officer Kemp presented a Discretionary Use application for Falcon Equipment Rentals Inc. to operate as an Equipment Sales, Rental and Repair, Heavy business at 3321 37 Street. This property is located in an M-1, Service Industrial, Land Use District where Equipment Sales, Rental and Repair, Heavy is listed as a discretionary use.</p> <p>The applicant is looking to open a new location in Whitecourt that will provide a broad range of equipment rentals to home owners and large industrial clients. Whitecourt will become the company's sixth location, with its head office located in Slave Lake. Hours of operation will be Monday to Friday, between 8:00 a.m. and 5:00 p.m., with on call services available on evenings and weekends.</p> <p>A 15m wide right-of-way runs along the front property line, which prohibits parking or storage of heavy vehicles or equipment within the first 7.0m of the front property line.</p> <p><u>25-034 Moved by Member Lanctot</u> That the Municipal Planning Commission approve Application No. 25-077 for the operation of Equipment Sales, Rental and Repair, Heavy at 3321 37 Avenue subject to the following conditions:</p> <ol style="list-style-type: none"> 1. The applicant must comply with all provisions of Land Use Bylaw 1577, as amended. This Bylaw may be viewed at www.whitecourt.ca. 2. Separate permits will be required for leasehold improvements and signage. 3. Separate permits will be required for the two proposed shipping containers (seacans) prior to use / occupancy of the containers. 4. There shall be no parking, loading or storage or any other like purpose within the 7.0m front setback. 5. The applicant shall provide a total of six parking stalls for staff and visitors, with a minimum of one accessible stall. 6. The entire site shall be maintained in a neat and tidy manner, including the trimming and upkeep of landscaped areas and the removal of debris and unsightly objects.

7. The outdoor storage of material and/or equipment shall be to the rear of the building, unless otherwise screened to the height sufficient to conceal the materials and/or equipment, as determined by the Development Authority.
8. The applicant is responsible to comply with the terms and conditions of all Federal, Provincial, and other Municipal Bylaw requirements that pertain to this development.
9. Posting and advertising of the Notice of Decision.

- CARRIED

Application 25-079 –
Discretionary Use –
Home Occupation,
Family Day Home,
at 3551 55 Avenue:

Development Officer Kemp presented an application to allow for a Home Occupation, Family Day Home to operate at 3551 55 Avenue. This property is located in an R-1C, Low Density Residential, Land Use District, where a Home Occupation is a Discretionary use.

Short term child care services for up to six children are proposed to be offered Monday to Friday, between the hours of 7:30 a.m. and 5:30 p.m. Clients will park their vehicles within the driveway and walk the children to and from the front entrance of the home. The number of children may vary over time; however, the applicant does not anticipate exceeding the maximum number of vehicle movements of four (4) per hour, sixteen (16) per day, and eighty (80) per week.

The property has a fully fenced yard and is approximately 230m from the Athabasca Park playground. There is one known secondary suite, and one assumed Home Occupation within 150m of this property.

25-035 Moved by Member Kingdon

That the Municipal Planning Commission approve Application No. 25-079 to allow for a Home Occupation – Family Day Home to operate at 3551 55 Avenue, subject to the following conditions:

1. The applicant must comply with all provisions of Land Use Bylaw 1577, as amended. This Bylaw may be viewed at www.whitecourt.ca.
2. The applicant shall obtain a Building Permit from the Town and all improvements shall meet the requirements of the Plans Examination completed by an Accredited Safety Codes Agency.
3. The applicant shall obtain a Permit Services Report issued by a Safety Codes Officer prior to occupancy of the space. If the applicant is not successful with obtaining a compliant Permit Services Report prior to October 31, 2025, the Home Occupation – Day Home shall cease operation at this location.
4. The applicant is responsible to comply with the terms and conditions of all Federal, Provincial, and other Municipal Bylaw requirements that pertain to this use.
5. Posting and Advertising of Notice of Decision.

- CARRIED.

Application 25-081
– Variance Request
to Reduce Side
Yard Setback for a
Detached Garage –
2 Feero Drive:

Development Officer Kemp presented a variance application to reduce the side yard setback for a detached garage at 2 Feero Drive from 1.5m to 0.9m. This property is located in a R-3, Medium Density Residential, Land Use District where a 1.5m setback from the adjacent property line is required for an accessory building.

The Applicant's rationale for the request included the desire to maximize usable yard space and minimize potential sightline impacts. Approval of the variance is requested, contingent upon meeting the fire-rating requirements of the National Building Code – Alberta Edition.

25-036 Moved by Member Schlosser

That the Municipal Planning Commission approve the requested variance to reduce the side yard setback from 1.5m to 0.9m along the south property line at 2 Feero Drive in association with Development Permit Application No. 25-081, subject to the following conditions:

1. The applicant must comply with all provisions of Land Use Bylaw 1577, as amended. This Bylaw may be viewed at www.whitecourt.ca.
2. The Applicant shall obtain a Building Permit from the Town and all improvements shall meet the requirements of the Plans Examination completed by an Accredited Safety Codes Agency.
3. The applicant shall obtain a Permit Services Report issued by a Safety Codes Officer before the development can be occupied.
4. No part of the driveway shall be closer than 7.0m from the intersection of the lane and Sunset Boulevard.
5. The garage shall be clad with a minimum of siding, to the satisfaction of the Development Authority.
6. The applicant shall contact Utility Safety Partners (1-800-242-3447) to mark any affected utility lines, and Town of Whitecourt (1-780-778-2273) to mark any and all affected utilities services prior to commencement of the project.
7. The applicant is responsible for inspecting all municipal services and improvements abutting the property prior to construction. This includes curbs, gutters, sidewalks, pavement, water shut-off valves, hydrants, and any other infrastructure. Any existing damage must be reported to the Town prior to construction. The applicant shall bear the full cost of repairs for any damage not documented in advance.
8. Positive drainage must be maintained away from all structures onsite. If drainage on this property adversely affects adjacent properties, the owner will be responsible for any associated remediation costs.
9. Site shall be kept tidy and all debris must be properly disposed of in a timely manner.
10. Should any variations from the approved plans be made, the Town must be notified immediately.
11. A Real Property Report, prepared and sealed by an Alberta Land Surveyor, showing the exact location of all structures and improvements in relation to property lines, must be submitted to the Development Officer upon construction completion.
12. The applicant is responsible to comply with the terms and conditions of all Federal, Provincial, and other Municipal Bylaw requirements that pertain to this development.
13. The Notice of Decision will be posted and advertised in accordance with Town requirements.

- CARRIED.

Next Meeting Date: The next Regular Meeting is scheduled for August 28, 2025, at 4:00 p.m.

Adjournment: 25-037 Moved by Member Kingdon

That the Regular Meeting of the Municipal Planning Commission be adjourned.
Time: 4:11 p.m.

- CARRIED.


Chantelle Hoisington
Chair

**MINUTES OF THE REGULAR MEETING OF
Ad Hoc Culture & Events Centre
Partnership/Sponsorship Committee**

Thursday, July 3, 2025, at 8:30 a.m.

Town of Whitecourt Administration Office - Large Boardroom

- Present:** Chair: Tom Pickard; Members: Serena Lapointe, Derek Schlosser; Director of Community Services: Chelsea Grande; Recording Secretary: Rhiannon Bisson.
- Call to Order:** The Meeting was called to order with Chair T. Pickard presiding. Time: 8:26 a.m.
- Adoption of Agenda:** 25-016 Moved by: S. Lapointe
That the Agenda be adopted as presented.
- CARRIED.
- Adoption of Minutes from the May 20, 2025 Regular Meeting:** 25-017 Moved by: D. Schlosser
That the Minutes from the May 20, 2025 Regular Meeting be adopted as presented.
- CARRIED.
- Request for Proposals – Culture & Events Centre Naming Sponsor (Verbal Update) & Partnership/Sponsorship Campaign Update (Verbal Update) (Section 19 of the Access to Information (ATI) Act):** 25-018 Moved by: S. Lapointe
That the Ad Hoc Culture & Events Centre Partnership/Sponsorship Committee go in to Closed Meeting to discuss the Request for Proposals – Culture & Events Centre Naming Sponsor (Verbal Update) and the Partnership/Sponsorship Campaign (Verbal Update) per Section 19 of the Access to Information (ATI) Act. Time: 8:27 a.m.
- CARRIED.
- 25-019 Moved by: D. Schlosser
That the Ad Hoc Culture & Events Centre Partnership/Sponsorship Committee revert to the Regular Meeting. Time: 9:01 a.m.
- CARRIED.
- 25-020 Moved by D. Schlosser
That the Ad Hoc Culture & Events Centre Partnership/Sponsorship Committee accept the Request for Proposals – Culture & Events Centre Naming Sponsor (Verbal Update) and the Partnership/Sponsorship Campaign (Verbal Update) as information.
- CARRIED.
- Next Meeting Date:** The next Regular Meeting of the Ad Hoc Culture & Events Centre Partnership/Sponsorship Committee was scheduled for August 18, 2025 at 10:30 a.m.
- CARRIED.
- Adjournment:** 25-021 Moved by S. Lapointe
That the Regular Meeting of the Ad Hoc Culture & Events Centre Partnership/Sponsorship Committee be adjourned. Time: 9:03 a.m.
- CARRIED



Tom Pickard
Chair



REQUEST FOR DECISION

Date: September 4, 2025
 Meeting: September 8, 2025 Regular Meeting of Council
 Originated by: Wendy Grimstad-Davidson, Executive Assistant
 Title: **ITEMS OF INFORMATION**

PROPOSAL AND BACKGROUND:

The following items are included in the September 8, 2025 Council package as information items:

- a. Town Accounts – Cheques 93847 – 94058 (Council Members to contact the Director of Corporate Services prior to Regular Meeting with any questions regarding Town accounts);
- b. August 6, 2025 Letter from Alberta Municipal Affairs re Fire Services Training Program Grant;
- c. August 8, 2025 Letter from Alberta Municipal Affairs re Canada Community Building Fund Allocation;
- d. Town of Whitecourt 2025 Press Releases:
 - i. August 19 – Town Council Update;
 - ii. September 3 – Whitecourt Fire Advisory Issued;
- e. Woodlands County 2025 Press Releases:
 - i. August 19 – County Council Recap – August 13;
- f. Mayor's Calendar; and,
- g. Council Calendar.

RECOMMENDATION:

That Council accept the Items of Information as information.

APPROVAL:

Department Director:

CAO:

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Town of Whitecourt
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

Page: 1
 User ID: STACY

Ranges: From: To:
 Cheque Number First Last
 Vendor ID First Last
 Vendor Name First Last
 * Voided Cheques

From: To:
 Cheque Date 8/14/25 9/04/25
 Chequebook ID First Last

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
93847	2052259	2052259 ALBERTA LTD.	8/19/25	SCOTIA	PMCHQ00003239	\$6,898.50
93848	2618673	2618673 ALBERTA LTD	8/19/25	SCOTIA	PMCHQ00003239	\$139.87
93849	ABAS001	CANOE PROCUREMENT GROUP OF CAN	8/19/25	SCOTIA	PMCHQ00003239	\$29,059.82
93850	ABMUN005	ALBERTA MUNICIPAL SERVICES COR	8/19/25	SCOTIA	PMCHQ00003239	\$1,309.11
93851	APEX003	APEX SUPPLEMENTARY PENSION TRU	8/19/25	SCOTIA	PMCHQ00003239	\$1,568.41
93852	ARCA003	ARCAND, FAY	8/19/25	SCOTIA	PMCHQ00003239	\$300.00
93853	ASPELL002	ASPELL, COREEN	8/19/25	SCOTIA	PMCHQ00003239	\$174.26
93854	AUMAUT001	ALBERTA MUNICIPAL SERVICES COR	8/19/25	SCOTIA	PMCHQ00003239	\$158,175.93
93855	BELL004	BELL MOBILITY INC.	8/19/25	SCOTIA	PMCHQ00003239	\$88.14
93856	BELLC001	BELL CANADA	8/19/25	SCOTIA	PMCHQ00003239	\$2,719.50
93857	CANN002	CANNIFF AND ASSOCIATES	8/19/25	SCOTIA	PMCHQ00003239	\$300.00
93858	CASE004	CASE + POINT: MEDIA	8/19/25	SCOTIA	PMCHQ00003239	\$1,160.25
93859	CESAR001	2572835 ALBERTA LTD	8/19/25	SCOTIA	PMCHQ00003239	\$139.13
93860	DIRECT002	DIRECT ENERGY	8/19/25	SCOTIA	PMCHQ00003239	\$249.88
93861	EAST001	EASTLINK	8/19/25	SCOTIA	PMCHQ00003239	\$184.17
93862	FEIST001	FEIST, RANDY	8/19/25	SCOTIA	PMCHQ00003239	\$128.42
93863	FENN006	FENNELL, BRADEN	8/19/25	SCOTIA	PMCHQ00003239	\$50.00
93864	GOVER001	GOVEREAU, THEO	8/19/25	SCOTIA	PMCHQ00003239	\$1,200.00
93865	HOIS002	HOISINGTON, CHANTELE	8/19/25	SCOTIA	PMCHQ00003239	\$468.15
93866	INDUST003	INDUSTRIAL SEWING	8/19/25	SCOTIA	PMCHQ00003239	\$264.61
93867	ISL001	ISL ENGINEERING	8/19/25	SCOTIA	PMCHQ00003239	\$5,529.71
93868	JUST004	JUSTICE INSTITUTE OF BC	8/19/25	SCOTIA	PMCHQ00003239	\$1,230.66
93869	KING003	KINGDON, GLEN	8/19/25	SCOTIA	PMCHQ00003239	\$318.15
93870	KUCH001	KUCHARCHUK ENTERPRISES LTD	8/19/25	SCOTIA	PMCHQ00003239	\$90.30
93871	LOCAL001	LOCAL AUTHORITIES PENSION PLAN	8/19/25	SCOTIA	PMCHQ00003239	\$74,155.44
93872	LOCAL002	LOCAL AUTHORITIES PENSION PLAN	8/19/25	SCOTIA	PMCHQ00003239	\$747.09
93873	LOOMIS001	LOOMIS EXPRESS	8/19/25	SCOTIA	PMCHQ00003239	\$142.42
93874	MARTIN002	MARTINIUK, LISA	8/19/25	SCOTIA	PMCHQ00003239	\$20.00
93875	MIKE001	13457770 CANADA LTD	8/19/25	SCOTIA	PMCHQ00003239	\$1,045.81
93876	MOORE009	MOORE, ALEXANDER	8/19/25	SCOTIA	PMCHQ00003239	\$120.00
93877	MVD001	MVD WHITECOURT	8/19/25	SCOTIA	PMCHQ00003239	\$100.00
93878	PUROLA001	PUROLATOR INC.	8/19/25	SCOTIA	PMCHQ00003239	\$182.45
93879	RECEIV001	RECEIVER GENERAL FOR CANADA	8/19/25	SCOTIA	PMCHQ00003239	\$178,437.55
93880	ROB001	ROB WRIGHT BUILDING MATERIALS	8/19/25	SCOTIA	PMCHQ00003239	\$6,606.44
93881	ROGERS001	ROGERS	8/19/25	SCOTIA	PMCHQ00003239	\$38.65
93882	SAFIRE001	SAFIRE DANCE INC	8/19/25	SCOTIA	PMCHQ00003239	\$1,470.05
93883	SCHW005	SCHWINDT, ANDUN	8/19/25	SCOTIA	PMCHQ00003239	\$4.17
93884	SHAUER001	SHAUER, SHANEECE	8/19/25	SCOTIA	PMCHQ00003239	\$165.90
93885	STARD001	STARDUST DESIGNS	8/19/25	SCOTIA	PMCHQ00003239	\$500.00
93886	STITCH001	STITCH N TIME CUSTOM EMBROIDER	8/19/25	SCOTIA	PMCHQ00003239	\$3,197.86
93887	SUMM003	SUMMIT MEMORIALS LTD.	8/19/25	SCOTIA	PMCHQ00003239	\$110.25
93888	SUTT001	SUTTON, JAIMEE	8/19/25	SCOTIA	PMCHQ00003239	\$153.19
93889	TELUS005	TELUS SERVICES INC.	8/19/25	SCOTIA	PMCHQ00003239	\$288.75
93890	TRL001	TRL GAS CO-OP LTD.	8/19/25	SCOTIA	PMCHQ00003239	\$124.25
93891	VALIU001	VALIUSHKA, VLADZIMIR	8/19/25	SCOTIA	PMCHQ00003239	\$315.29
93892	VANH001	VAN HOUTTE COFFEE SERVICES INC	8/19/25	SCOTIA	PMCHQ00003239	\$211.24
93893	WATER002	WATER PURE & SIMPLE	8/19/25	SCOTIA	PMCHQ00003239	\$23.97
93894	WEST015	WEST PEAK FORESTRY/998315 AB L	8/19/25	SCOTIA	PMCHQ00003239	\$2,709.00
93896	WHITETRAN001	WHITECOURT TRANSPORT INC.	8/19/25	SCOTIA	PMCHQ00003239	\$273.33
93897	BR2001	BR2 ARCHITECTURE	8/19/25	SCOTIA	PMCHQ00003240	\$53,956.22
93898	CLARK003	CLARK BUILDERS	8/19/25	SCOTIA	PMCHQ00003240	\$312,034.37
93899	EAGLE005	EAGLE RIVER PLANNING SERVICES	8/19/25	SCOTIA	PMCHQ00003240	\$11,620.36
93900	5STAR002	5 STAR SERVICES AND PRODUCTS I	8/26/25	SCOTIA	PMCHQ00003241	\$2,204.56
93901	ABMUN002	ALBERTA MUNICIPAL HEALTH &	8/26/25	SCOTIA	PMCHQ00003241	\$1,719.90
93902	ABMUN004	ASSOCIATION OF ALBERTA MUNICIP	8/26/25	SCOTIA	PMCHQ00003241	\$315.00
93903	AYERS001	AYERS, ALEX	8/26/25	SCOTIA	PMCHQ00003241	\$109.13

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Town of Whitecourt
 Vendor CHEQUE REGISTER REPORT

Page:2
 User ID:STACY

* Voided Cheques

Payables Management						
Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
93904	BLACK003	BLACKSTOCK, TAMARA	8/26/25	SCOTIA	PMCHQ00003241	\$33.59
93905	CARI001	CARIGNAN, KATIE	8/26/25	SCOTIA	PMCHQ00003241	\$41.39
93906	COISH001	COISH, MITCHELL	8/26/25	SCOTIA	PMCHQ00003241	\$37.23
93907	DAIS001	DAISLEY, IAN	8/26/25	SCOTIA	PMCHQ00003241	\$308.58
93908	DEJON003	DE JONG, MARK	8/26/25	SCOTIA	PMCHQ00003241	\$200.00
93909	FENN006	FENNELL, BRADEN	8/26/25	SCOTIA	PMCHQ00003241	\$66.06
93910	FOWL006	FOWLER BAULD & MITCHELL LTD	8/26/25	SCOTIA	PMCHQ00003241	\$8,182.13
93911	FRIEND001	FRIENDS OF WHITECOURT SOCIETY	8/26/25	SCOTIA	PMCHQ00003241	\$160.00
93912	FRIZ001	FRIZZEL, JEN	8/26/25	SCOTIA	PMCHQ00003241	\$41.74
93913	INDUST003	INDUSTRIAL SEWING	8/26/25	SCOTIA	PMCHQ00003241	\$23.10
93914	JAR0001	JARON WATER HAULING LTD.	8/26/25	SCOTIA	PMCHQ00003241	\$240.00
93915	KEAY001	KEAY, JENNIFER	8/26/25	SCOTIA	PMCHQ00003241	\$308.58
93916	LAJEU001	LAJEUNESSE, MARTIN	8/26/25	SCOTIA	PMCHQ00003241	\$124.32
93917	MARTIN002	MARTINIUK, LISA	8/26/25	SCOTIA	PMCHQ00003241	\$60.00
93918	MCLA005	MCLAREN, SHANE	8/26/25	SCOTIA	PMCHQ00003241	\$1,000.00
93919	MIKE001	13457770 CANADA LTD	8/26/25	SCOTIA	PMCHQ00003241	\$478.32
93920	MILLI001	MILLINGTON, CORINNE	8/26/25	SCOTIA	PMCHQ00003241	\$47.16
93921	MVD001	MVD WHITECOURT	8/26/25	SCOTIA	PMCHQ00003241	\$20.00
93922	OLSON002	OLSON, ALLISON	8/26/25	SCOTIA	PMCHQ00003241	\$110.00
93923	PELL004	PELLETIER, DANIEL	8/26/25	SCOTIA	PMCHQ00003241	\$150.00
93924	PITCH002	PITCH POINT SERVICES INC	8/26/25	SCOTIA	PMCHQ00003241	\$1,260.00
93925	PUROLA001	PUROLATOR INC.	8/26/25	SCOTIA	PMCHQ00003241	\$71.41
93926	RALCOM001	RALCOMM LTD.	8/26/25	SCOTIA	PMCHQ00003241	\$817.43
93927	SCHW005	SCHWINDT, ANDUN	8/26/25	SCOTIA	PMCHQ00003241	\$315.00
93928	SHAW006	SHAW, DON	8/26/25	SCOTIA	PMCHQ00003241	\$308.58
93929	SHOP002	THE SHOP LOCAL COMPANY INC	8/26/25	SCOTIA	PMCHQ00003241	\$420.00
93930	STAPLES001	STAPLES #453 WHITECOURT	8/26/25	SCOTIA	PMCHQ00003241	\$293.99
93931	STIEL0001	STIELOW CANADA INC.	8/26/25	SCOTIA	PMCHQ00003241	\$1,556.88
93932	STITCH001	STITCH N TIME CUSTOM EMBROIDER	8/26/25	SCOTIA	PMCHQ00003241	\$696.08
93933	SUTT001	SUTTON, JAIMEE	8/26/25	SCOTIA	PMCHQ00003241	\$277.12
93934	TELUS001	TELUS COMMUNICATIONS	8/26/25	SCOTIA	PMCHQ00003241	\$52.50
93935	TELUS002	TELUS MOBILITY INC.	8/26/25	SCOTIA	PMCHQ00003241	\$2,828.55
93936	TOMK001	TOMKOW, CATHY	8/26/25	SCOTIA	PMCHQ00003241	\$126.72
93937	UFA002	UNITED FARMERS OF ALBERTA	8/26/25	SCOTIA	PMCHQ00003241	\$1,764.80
93938	VALIU001	VALIUSHKA, ULADZIMIR	8/26/25	SCOTIA	PMCHQ00003241	\$20.00
93939	WARDL001	WARDLEY FIRST AID AND SAFETY T	8/26/25	SCOTIA	PMCHQ00003241	\$720.00
93940	WCRI001	WESTERN CANADA RIB FEST TOUR	8/26/25	SCOTIA	PMCHQ00003241	\$5,000.00
93941	WHAR001	SHANNON WHARTON	8/26/25	SCOTIA	PMCHQ00003241	\$106.05
93942	WHITEPRES001	2100036 AB. LTD. O/A WHITECOURT	8/26/25	SCOTIA	PMCHQ00003241	\$731.31
93943	VAN DER001	VAN DER MEER, CHERIE	8/26/25	SCOTIA	PMCHQ00003241	\$1,730.00
93944	2229421	2229421 ALBERTA LTD	9/02/25	SCOTIA	PMCHQ00003242	\$113.14
93945	ABHEA004	ALBERTA HEALTH SERVICES	9/02/25	SCOTIA	PMCHQ00003242	\$5,060.90
93946	ABMUN005	ALBERTA MUNICIPAL SERVICES COR	9/02/25	SCOTIA	PMCHQ00003242	\$1,309.11
93947	AL003	AL'S SNOWCAT PARTS	9/02/25	SCOTIA	PMCHQ00003242	\$3,453.06
93948	APEX003	APEX SUPPLEMENTARY PENSION TRU	9/02/25	SCOTIA	PMCHQ00003242	\$1,568.41
93949	BURKE002	BURKE GROUP OF COMPANIES LTD.	9/02/25	SCOTIA	PMCHQ00003242	\$8,613.15
93950	CANN002	CANNIFF AND ASSOCIATES	9/02/25	SCOTIA	PMCHQ00003242	\$200.00
93951	CARI001	CARIGNAN, KATIE	9/02/25	SCOTIA	PMCHQ00003242	\$12.03
93952	CARTWR001	CARTWRIGHT, ANNETTE	9/02/25	SCOTIA	PMCHQ00003242	\$1,172.00
93953	CITA001	CITADEL THEATRE	9/02/25	SCOTIA	PMCHQ00003242	\$229.95
93954	E001	E CONSTRUCTION LTD.	9/02/25	SCOTIA	PMCHQ00003242	\$789,664.26
93955	EVANS01	LEANNE EVANS	9/02/25	SCOTIA	PMCHQ00003242	\$1,900.00
93956	GOVER001	GOVEREAU, THEO	9/02/25	SCOTIA	PMCHQ00003242	\$40.00
93957	GREEN0012	GREEN, ANN-MARIE	9/02/25	SCOTIA	PMCHQ00003242	\$300.00
93958	GRY001	GRYWACHESKI, KARA	9/02/25	SCOTIA	PMCHQ00003242	\$287.94
93959	GUND003	GUNDERSON, HALEY	9/02/25	SCOTIA	PMCHQ00003242	\$150.00
93960	HARP003	HARPER, AMANDA (EMMA)	9/02/25	SCOTIA	PMCHQ00003242	\$49.59
93961	HEMS001	HEMSWORTH, BONNIE	9/02/25	SCOTIA	PMCHQ00003242	\$1,000.00
93962	JEON001	JEON, BEOMJUN	9/02/25	SCOTIA	PMCHQ00003242	\$104.06
93963	LOCAL001	LOCAL AUTHORITIES PENSION PLAN	9/02/25	SCOTIA	PMCHQ00003242	\$66,768.05
93964	LOCAL002	LOCAL AUTHORITIES PENSION PLAN	9/02/25	SCOTIA	PMCHQ00003242	\$747.09
93965	MALM001	MALMQUIST, ANDREW	9/02/25	SCOTIA	PMCHQ00003242	\$435.75
93966	MARTIN002	MARTINIUK, LISA	9/02/25	SCOTIA	PMCHQ00003242	\$80.00

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Town of Whitecourt

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User Date: 9/04/25

VENDOR CHEQUE REGISTER REPORT

User ID:STACY

* Voided Cheques

Payables Management

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
93967	MERL001	MERLIN SHREDDING INC	9/02/25	SCOTIA	PMCHQ00003242	\$447.30
93968	OLSON002	OLSON, ALLISON	9/02/25	SCOTIA	PMCHQ00003242	\$180.00
93969	PELL004	PELLETIER, DANIEL	9/02/25	SCOTIA	PMCHQ00003242	\$90.00
93970	PERRIN.C001	PERRIN, CARIZZA	9/02/25	SCOTIA	PMCHQ00003242	\$862.50
93971	PUROLA001	PUROLATOR INC.	9/02/25	SCOTIA	PMCHQ00003242	\$302.08
93972	RARI001	RARICK, JOLENE	9/02/25	SCOTIA	PMCHQ00003242	\$304.52
93973	RECEIV001	RECEIVER GENERAL FOR CANADA	9/02/25	SCOTIA	PMCHQ00003242	\$168,560.68
93974	RENN006	RENNIE, ISABEL	9/02/25	SCOTIA	PMCHQ00003242	\$115.97
93975	RUMB003	RUMBALL, LISA	9/02/25	SCOTIA	PMCHQ00003242	\$20.00
93977	SHAUER001	SHAUER, SHANEECE	9/02/25	SCOTIA	PMCHQ00003242	\$444.86
93978	SMITH.CALI001	SMITH, CALI	9/02/25	SCOTIA	PMCHQ00003242	\$150.00
93979	STEI001	STEINBACK, CLARA	9/02/25	SCOTIA	PMCHQ00003242	\$500.00
93980	SUPER006	SUPERIOR SAFETY CODES INC.	9/02/25	SCOTIA	PMCHQ00003242	\$1,749.79
93981	TOWN002	TOWN OF WHITECOURT	9/02/25	SCOTIA	PMCHQ00003242	\$16,733.00
93982	VALIU001	VALIUSHKA, ULADZIMIR	9/02/25	SCOTIA	PMCHQ00003242	\$30.00
93983	WCTDIS001	WHITECOURT & DISTRICT	9/02/25	SCOTIA	PMCHQ00003242	\$280.23
93984	WHITEVET001	WHITECOURT VETERINARY	9/02/25	SCOTIA	PMCHQ00003242	\$6,015.03
93985	WORKER001	WORKERS' COMPENSATION BOARD	9/02/25	SCOTIA	PMCHQ00003242	\$452.95
93986	XEROX001	XEROX CANADA LTD.	9/02/25	SCOTIA	PMCHQ00003242	\$587.82
93987	ACCU001	ACCU-FLO METER SERVICE LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$3,507.00
93988	AL003	AL'S SNOWCAT PARTS	9/04/25	SCOTIA	PMCHQ00003243	\$1,530.43
93989	ALEX004	ALEXANDER SAFETY	9/04/25	SCOTIA	PMCHQ00003243	\$2,897.49
93990	APEX002	APEX DISTRIBUTION INC.	9/04/25	SCOTIA	PMCHQ00003243	\$344.40
93991	ASSOC005	ASSOCIATED FIRE SAFETY	9/04/25	SCOTIA	PMCHQ00003243	\$4,949.23
93992	AUTOMA001	AUTOMATED AQUATICS CANADA LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$153.30
93993	BGE002	BGE INDOOR AIR QUALITY Solutio	9/04/25	SCOTIA	PMCHQ00003243	\$4,586.19
93994	BLINE001	B-LINE TIRE & AUTO SUPPLY LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$368.84
93995	BROG002	BROGAN FIRE & SAFETY	9/04/25	SCOTIA	PMCHQ00003243	\$907.88
93996	C&I001	C&I VENTURES CORP	9/04/25	SCOTIA	PMCHQ00003243	\$2,100.00
93997	CANSEL001	CANSEL SURVEY EQUIPMENT	9/04/25	SCOTIA	PMCHQ00003243	\$201.60
93998	CARO001	CARO ANALYTICAL SERVICES	9/04/25	SCOTIA	PMCHQ00003243	\$362.25
93999	CARPET001	CARPETOWN INTERIORS (1994) LTD	9/04/25	SCOTIA	PMCHQ00003243	\$15.75
94000	CHEF001	CHEF SUPPLIES	9/04/25	SCOTIA	PMCHQ00003243	\$5,519.84
94001	CLEAR001	CLEAR TECH INDUSTRIES INC.	9/04/25	SCOTIA	PMCHQ00003243	\$18,411.79
94002	CLEAR003	CLEAR WATER CONTROLS INC.	9/04/25	SCOTIA	PMCHQ00003243	\$4,423.16
94003	COMMTRK01	COMMERCIAL TRUCK EQUIPMENT COR	9/04/25	SCOTIA	PMCHQ00003243	\$22,891.68
94004	CONT008	CONTINENTAL ELECTRICAL MOTOR S	9/04/25	SCOTIA	PMCHQ00003243	\$1,518.30
94005	DBS001	DBS ENVIRONMENTAL	9/04/25	SCOTIA	PMCHQ00003243	\$176.84
94006	EAGLE001	EAGLE RIVER CHRYSLER LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$903.00
94007	EDMTR002	EDMONTON TRAILER SALES & LEAS	9/04/25	SCOTIA	PMCHQ00003243	\$60.39
94008	ENGA001	ENGINEERED AIR	9/04/25	SCOTIA	PMCHQ00003243	\$43,050.00
94009	ENVIRO003	ENVIRONMENTAL 360 SOLUTIONS (A	9/04/25	SCOTIA	PMCHQ00003243	\$333.38
94010	FAST001	FASTENAL CANADA	9/04/25	SCOTIA	PMCHQ00003243	\$95.02
94011	FIREHALL001	FIREHALL BOOKSTORE	9/04/25	SCOTIA	PMCHQ00003243	\$995.40
94012	FIRST014	FIRST TRUCK CENTRE	9/04/25	SCOTIA	PMCHQ00003243	\$2,219.68
94013	GARDA001	GARDAWORLD SECURITY SYSTEMS	9/04/25	SCOTIA	PMCHQ00003243	\$1,133.74
94014	GRANDW001	GRANDWEST ENTERPRISES INC	9/04/25	SCOTIA	PMCHQ00003243	\$139.77
94015	HANLY001	THE HANLYMAN	9/04/25	SCOTIA	PMCHQ00003243	\$819.00
94016	HAWKH001	HAWK HYDRAULICS	9/04/25	SCOTIA	PMCHQ00003243	\$1,099.93
94017	HERC001	HERC RENTALS	9/04/25	SCOTIA	PMCHQ00003243	\$1,544.43
94018	ICONIX001	ICONIX WATERWORKS LP	9/04/25	SCOTIA	PMCHQ00003243	\$7,173.83
94019	IDEAL001	IDEAL AUTOMOTIVE & IND. SUPPLY	9/04/25	SCOTIA	PMCHQ00003243	\$2,972.22
94020	INDUST001	INDUSTRIAL MACHINE INC.	9/04/25	SCOTIA	PMCHQ00003243	\$5,290.23
94021	IRON002	IRON WING TANK AND VAC LTD	9/04/25	SCOTIA	PMCHQ00003243	\$3,837.75
94022	JASON001	JASON THOMAS ENTERPRISES LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$6,130.32
94023	KWMECH001	K.W. MECHANICAL	9/04/25	SCOTIA	PMCHQ00003243	\$2,668.54
94024	LAWS001	LAWSON PRODUCTS INC.	9/04/25	SCOTIA	PMCHQ00003243	\$1,041.75
94025	LEVYS001	LEVYS OILFIELD SERVICES LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$7,318.50
94026	LIFE0001	LIFESAVING SOCIETY	9/04/25	SCOTIA	PMCHQ00003243	\$133.50
94027	LINDE001	LINDE CANADA INC.	9/04/25	SCOTIA	PMCHQ00003243	\$104.42
94028	LONG005	LONGBOW SALES INC	9/04/25	SCOTIA	PMCHQ00003243	\$7,633.50
94029	LYNX001	LYNX CONTROLS	9/04/25	SCOTIA	PMCHQ00003243	\$210.00
94030	MART003	HORIZON AG & TURF	9/04/25	SCOTIA	PMCHQ00003243	\$99.44

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Town of Whitecourt

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User Date: 9/04/25

VENDOR CHEQUE REGISTER REPORT

User ID:STACY

* Voided Cheques

Payables Management

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
94031	MIDF001	MIDFIELD VALVE & SUPPLY	9/04/25	SCOTIA	PMCHQ00003243	\$1,103.50
94032	OAKCR001	OAK CREEK GOLF & TURF INC	9/04/25	SCOTIA	PMCHQ00003243	\$430.31
94033	OMNI002	OMNISPORT INC.	9/04/25	SCOTIA	PMCHQ00003243	\$1,712.60
94034	PADD001	PADDLE PLASTICS LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$202.65
94035	PLAT001	PLATINUM FUELS LTD	9/04/25	SCOTIA	PMCHQ00003243	\$31.58
94036	PROFX001	PROFOXX RENTALS INC	9/04/25	SCOTIA	PMCHQ00003243	\$1,170.84
94037	RAD001	RADIUM NORTH	9/04/25	SCOTIA	PMCHQ00003243	\$92,476.80
94038	RAED001	RAEDA DYNAMICS INC	9/04/25	SCOTIA	PMCHQ00003243	\$4,006.41
94039	RALCOM001	RALCOMM LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$1,401.75
94040	RED-L001	RED-L DISTRIBUTORS LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$628.68
94041	SCHAF001	SCHAFER'S CUSTOM WELDING LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$280.15
94042	SCRE001	SCREAM'IN EAGLE SALES LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$95.42
94043	SHAW002	SHAW'S ENTERPRISES LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$5,168.13
94044	SMYL001	SMYL CHEVROLET BUICK GMC LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$2,601.98
94045	STAPLES001	STAPLES #453 WHITECOURT	9/04/25	SCOTIA	PMCHQ00003243	\$518.93
94046	STITCH001	STITCH N TIME CUSTOM EMBROIDER	9/04/25	SCOTIA	PMCHQ00003243	\$404.25
94047	STJO002	ST. JOSEPH PARISH	9/04/25	SCOTIA	PMCHQ00003243	\$1,550.00
94048	STRYD001	STRYDHORST ENTERPRISES LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$3,402.00
94049	SURE005	SURE ELECTRIC & CONTROLS LTD	9/04/25	SCOTIA	PMCHQ00003243	\$18,599.18
94050	TECH001	TECH N TIRE	9/04/25	SCOTIA	PMCHQ00003243	\$53.97
94051	TERRY001	1754529 ALBERTA LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$14,308.55
94052	TRI001	TRI JET SERVICES INC.	9/04/25	SCOTIA	PMCHQ00003243	\$10,080.00
94053	TRIM002	TRIMLINE DESIGN LTD.	9/04/25	SCOTIA	PMCHQ00003243	\$1,145.03
94054	TST001	TST CANADA	9/04/25	SCOTIA	PMCHQ00003243	\$903.45
94055	WHITEFORD001	WHITECOURT FORD INC.	9/04/25	SCOTIA	PMCHQ00003243	\$359.63
94056	WHITEMACH001	WHITECOURT MACHINE & WELDING	9/04/25	SCOTIA	PMCHQ00003243	\$791.67
94057	WSP001	WSP CANADA INC.	9/04/25	SCOTIA	PMCHQ00003243	\$415.86
94058	XYLEM002	XYLEM CANADA LP	9/04/25	SCOTIA	PMCHQ00003243	\$739.44

Total Cheques: 210

Total Amount of Cheques: \$2,313,119.92

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ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Peace River*

AR119561

August 6, 2025

Subject: 2025 Fire Services Training Program Grant

Dear Elected Officials:

It is my pleasure to announce that Municipal Affairs is providing \$500,000 in grant funding for the 2026 Fire Services Training Program. This government recognizes the important work of fire services, and that public safety is always a priority. While Municipal Affairs respects that fire services are a municipal responsibility, we also recognize that a strong provincial-municipal partnership is key to keeping Albertans safe.

This grant provides supplemental funding supports to assist Alberta communities in ensuring their local fire services are adequately trained to respond to identified community risks. Courses approved for delivery under this grant will align with the following key outcomes:

- public safety is preserved in Alberta;
- community risk is effectively managed by local authorities; and
- firefighters are able to receive training in alignment with best practices.

The grant guidelines and application form are available at www.alberta.ca/fire-services-training-grant.aspx. Please forward this information to your chief administrative officers and fire chiefs, so they may complete the application form. Collaboration involving multiple municipalities is permitted but not required. **Please note the application deadline is September 30, 2025.**

If you have any questions regarding the grant applications or the program guidelines, feel free to contact Municipal Affairs at 1-866-421-6929 or firecomm@gov.ab.ca.

This grant program will assist fire departments across the province to be prepared with the knowledge and skills to protect their communities. I look forward to reviewing your 2026 Fire Services Training Program submissions.

Sincerely,

Dan Williams, ECA
Minister of Municipal Affairs



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Peace River*

AR119711

August 8, 2025

His Worship Tom Pickard
Mayor
Town of Whitecourt
PO Box 509
Whitecourt AB T7S 1N6

Dear Mayor Pickard:

I am pleased to confirm your allocation for the 2025-26 Canada Community-Building Fund (CCBF). In 2025, Canada allocated Alberta \$276 million; this partnership between the province and the federal government will help ensure local governments in Alberta can continue to make needed investments in local infrastructure.

For the Town of Whitecourt, your 2025 CCBF allocation is \$652,932.

Both the CCBF and Local Government Fiscal Framework (LGFF) funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at <https://open.alberta.ca/publications/canada-community-building-fund-allocations>.

I look forward to working together with you to support your local infrastructure needs, and building strong, vibrant communities across Alberta.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Williams'.

Dan Williams, ECA
Minister of Municipal Affairs

cc: Peter Smyl, Chief Administrative Officer, Town of Whitecourt

PRESS RELEASE

AUGUST 19, 2025

WHITECOURT TOWN COUNCIL UPDATE

The Town of Whitecourt is preparing for the 2026 budget, and has scheduled the following:

- The 2026 Budget Public Input Session for Monday, September 22, 2025 at 4:00pm; and,
- A Special Meeting of Council for Wednesday, October 1, 2025 at 4:00pm.

Council has awarded the contract for the Blue Ridge Road Culvert Replacement Project to Unsurpassable Construction Ltd. in the amount of \$574,455 plus GST.

The Rotary Club of Whitecourt will be hosting a Peace Pole Unveiling Ceremony on September 21, 2025 at 1pm in Festival Park.

National Coaches Appreciation Week is September 15 to 21, 2025. Community members are encouraged to submit nominations for local coaches as part of the recognition event.

Council has recognized September 15 to 21, 2025 as Rail Safety Week.

Whitecourt Town Council has approved temporary street closures in downtown Whitecourt to accommodate the Whitecourt & District Chamber of Commerce Trunk or Treat event on October 25, 2025.

The October 20, 2025 Policies and Priorities Committee has been cancelled.

For more information, please contact:
Tara Gallant, Legislative Manager
Town of Whitecourt
taragallant@whitecourt.ca



5004 52 Avenue, Box 509, Whitecourt AB T7S 1N6

Phone (780.778.2273 Fax (780.778.2062

www.whitecourt.ca

PRESS RELEASE

SEPTEMBER 3, 2025

FIRE ADVISORY IN EFFECT FOR WHITECOURT

Due to dry weather conditions, Whitecourt has issued a FIRE ADVISORY.

Existing fire pit and fire burn permits will remain valid and new permit requests will still be approved on a case by case basis.

Under this advisory, backyard fire pit and campfires are still allowed, but extreme caution is advised.

The Fire Advisory will remain in effect until conditions improve or further escalation is required.

For information on fire restrictions and bans throughout the province, visit www.albertafirebans.ca.

For more information, please contact:

Tara Gallant
Legislative Manager
Town of Whitecourt
taragallant@whitecourt.ca



5004 52 Avenue, Box 509, Whitecourt AB T7S 1N6

Phone / 780.778.2273 Fax / 780.778.2062

www.whitecourt.ca

August 19, 2025

WOODLANDS COUNTY COUNCIL RECAP – WEDNESDAY, AUGUST 13, 2025

Woodlands County Council discussed the following items at their recent meeting of Council:

Council gave 1st reading to Land Use Bylaw 630/25 and directed Administration to schedule a public hearings for September 9, 2025 at 5:15 p.m. in the Fort Assiniboine Council Chambers and September 10, 2025 at 5:15 p.m. at the Woodlands County Whitecourt Administration Office Council Chambers.

Council also passed Bylaw 629/25 being the Fees and Charges Bylaw effective January 1, 2026. Further information will be provided regarding the highlighted changes and will be posted on the website and Facebook.

The CAO is required to provide Council with quarterly Policy update reports. Administration is working hard to have policies updated and adopted, in this report you will find the updated policies. Council received the report for information.

Council adopted four (4) new policies. A Financial Investment Policy, Strategic Financial Oversight Policy, Funding Political Forums Policy and Administration of Projects Policy. These policies are on the County's website for review.

Council received the Carlson Drive Drainage Improvement Project for information and directed Administration to conduct a public engagement session for said project. The results from this public engagement session will be brought back to council for further discussion. The Public Engagement session is being held on August 28, 2025 from 5 p.m. to 7 p.m. at the Goose Lake Community Hall.

Woodlands County entrance signs will be considered in the 2026 Budget.

Council approved the request from the Town of Whitecourt Library Board to extend the funding agreement for one year with a funding cost of \$71,766.18 to be included in the 2026 budget.

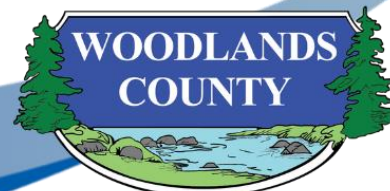
Council canceled the special council meeting scheduled for August 20, 2025 at 4:00 p.m. and rescheduled the Governance & Priorities Committee Meeting from August 20, 2025 to August 27, 2025 at 5:00 p.m.

Upcoming scheduled meetings:

- **Regular Council** – Wednesday, September 10, 5:00 pm
- **Regular Council** – Wednesday, September 24, 9:30 am
- **Regular Council** – Wednesday, October 8, 5:00 pm
- **Governance and Priorities Committee** – Wednesday, August 27, 5:00 pm

Meetings are held in-person at the Municipal Office in Whitecourt and streamed on the Woodlands County [YouTube channel](#). Agenda packages are available on the Woodlands County [CivicWeb Portal](#).

-end-



August 2025

August 2025							September 2025						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2	7	1	2	3	4	5	6
10	11	12	13	14	8	9	14	8	9	10	11	12	13
17	18	19	20	21	15	16	21	15	16	17	18	19	20
24	25	26	27	28	22	23	28	22	23	24	25	26	27
31					29	30		29	30				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 27	28	29	30	31	Aug 1	2
3	4	5	6	7 9:00am ICF Discussions Update (Large Boardroom - Town Office) - Tara Gallant	8	9
10	11	12 12:00pm First Choice Grand Re-Opening (First Choice Truck & Car Wash/Gas	13	14	15	16
17	18 10:30am Ad Hoc Culture & Events Centre 4:00pm Town Council (FIC) - Wendy	19	20 12:30pm Lunch at the Casino with Justin Riemer(ERA CEO) (Microsoft Teams	21 9:00am ICF Update (Large Boardroom) - 11:00am Sports Hosting Cheque Presentation	22	23
24 not available	25	26	27	28 10:30am ICF Update Meeting (Large Boardroom) - Tara Gallant	29 7:30am Green Gables Breakfast (Microsoft Teams Meeting) - Mike Putzke	30
31	Sep 1	2	3	4	5	6

September 2025

September 2025							October 2025						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	5	6	7	1	2	3	4
14	8	9	10	11	12	13	12	13	14	15	16	17	18
21	15	16	17	18	19	20	19	20	21	22	23	24	25
28	22	23	24	25	26	27	26	27	28	29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 31	Sep 1	2	3	4 9:00am Ambassador Tour with MP Viersen (Various locations) - Tara Gallant	5	6
7	8 8:30am CRAA Executive Bi-Weekly Meeting (Microsoft Teams) 4:00pm Council (FIC) - Wendy Davidson	9	10 3:30pm Virtual MTG w/ Community Rail Alliance Executive 6:00pm Chamber of Commerce Member	11 4:00pm FW: Health Professionals Attraction & Retention Committee Annual BBQ	12	13
14	15 12:00pm Protective Services Regular Meeting (Town of Whitecourt - Large	16	17	18	19	20
21	22 4:00pm Council (FIC) - Wendy Davidson	23	24	25	26	27
28	29	30	Oct 1	2	3	4

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3	4	5	6	7	1	2	7	1	2	3	4	5	6
10	11	12	13	14	8	9	14	8	9	10	11	12	13
17	18	19	20	21	15	16	21	15	16	17	18	19	20
24	25	26	27	28	22	23	28	22	23	24	25	26	27
31					29	30		29	30				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 27	28	29	30	31	Aug 1	2
3	4	5	6	7 9:00am ICF Committee Update (TP, SL, DS)	8	9
10	11	12	13	14 4:00pm MPC (BL, DS)	15 MLA Long Golf Tournament (Wct Golf & Country Club)	16
17	18 10:30am Ad Hoc CEC Sponsorship (TP, SL, 4:00pm Council Meeting (FIC)	19	20	21 1:00pm CFYE (SL)	22 First Responders Golf Tournament 10:00am For Families Daycare Opening	23
24	25 4:00pm Council Meeting (FIC)	26	27 12:00pm HPARC (DS) (Town Office)	28 10:30am ICF Committee Update (TP, SL, DS) 4:00pm MPC (BL, DS)	29	30
31	Sep 1	2	3	4	5	6

September 2025

September 2025							October 2025						
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7	1	2	3	4	5	6	5	6	7	1	2	3	4
14	8	9	10	11	12	13	12	13	14	15	16	17	18
21	15	16	17	18	19	20	19	20	21	22	23	24	25
28	22	23	24	25	26	27	26	27	28	29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 31	Sep 1	2	3	4	5	6
7	8 4:00pm Council Meeting (FIC)	9 7:00pm Community Services Advisory Board (DS) (AJMC Board Room)	10	11 4:00pm MPC (BL, DS)	12	13
14 11:00am Whitecourt Fire Department Oath Ceremony	15 12:00pm PSC (TP, BL, BM) 4:00pm Policies & Priorities Committee Meeting (Large)	16 10:30am EDC Planning Session (TP, BL) (Town Office) 12:00pm FireSmart Working Group (TB)	17	18 1:00pm CFYE (SL)	19	20
21 1:00pm Rotary Club Peace Pole Unveiling Ceremony (Festival Park)	22 4:00pm Council Meeting (FIC) 4:00pm 2026 Budget Input Session	23	24 1:00pm Lac Ste. Anne Foundation (PC) (Mayerthorpe)	25 4:00pm MPC (BL, DS)	26	27
28	29	30	Oct 1	2	3	4