

AGENDA

REGULAR MEETING OF COUNCIL
Tuesday, October 14, 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 September 22, 2025 Regular Meeting of Council:
4. Minutes from the October 7, 2025 Special Meeting of Council:
5. Public Input Session:
6. Community Services Advisory Board Strategic Plan:
7. 2025 Family Violence Prevention Month Events:
8. 2026 Budget Schedule:
9. Tax Sale Reserve Bid:
10. Whitecourt Curling Club 75th Anniversary:
11. Councillor Reports:
12. Items of Information:

13. Development Agreement – Nerval Construction Inc. – 3547 Caxton Street (Closed Meeting):
(Section 19 of the Access to Information Act)
14. Adjournment:

**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Whitecourt**
held on Monday, September 22, 2025 at the Forest Interpretive Centre

Present:	Deputy Mayor Schlosser; Councillors Baker, Chauvet, Lanctot, Lapointe, and McAree; Chief Administrative Officer Smyl; and Recording Secretary Grimstad-Davidson.
Absent:	Mayor Pickard.
Call to Order & Mayor's Address:	The Meeting was called to order at 4:00pm; Deputy Mayor Schlosser presiding.
Adoption of Agenda:	<u>25-299 Moved by Councillor Chauvet</u> That the Agenda be adopted as presented. - CARRIED UNANIMOUSLY.
Minutes from the September 8, 2025 Regular Meeting:	<u>25-300 Moved by Councillor McAree</u> That the Minutes from the September 8, 2025 Regular Meeting be adopted as presented. - CARRIED UNANIMOUSLY.
Public Input Session:	There was no one present wishing to make a presentation.
2026 Budget Public Input Session:	There was no one present wishing to make a presentation.
Wildfire Resilience Toolkit – FRIAA Non-Vegetation Management Grant Application Support:	The Chief Administrative Officer noted that grants were being sought through the Forest Resource Improvement Association of Alberta and introduced the Director of Community Safety. The Director advised that the proposed non-vegetation grant would aid in promoting reduction of risk and impact of wildfires in the community. <u>25-301 Moved by Councillor McAree</u> That Council accept the recommendation from the FireSmart Working Group to support the Forest Resource Improvement Association of Alberta Non-Vegetation Management Grant Application for the development of a Wildfire Resilience Toolkit for Whitecourt. - CARRIED UNANIMOUSLY.
FireSmart Summer Crew – FRIAA Vegetation Management Grant	The Chief Administrative Officer stated that Administration was seeking a grant to fund a Summer FireSmart Crew and introduced the Director of Community Safety. The Director stated that the FireSmart Crew would promote education and complete several vegetation management projects. <u>25-302 Moved by Councillor Baker</u> That Council accept the recommendation from the FireSmart Working Group to support the Forest Resource Improvement Association of Alberta Vegetation Management Grant Application for the 2026 FireSmart Summer Crew/Mulching Maintenance Project. - CARRIED UNANIMOUSLY.
Whitcourt/Yubetsu Cultural Exchange Trip:	The Chief Administrative Officer advised that a delegation of students and adult chaperones had visited Whitecourt's twin town of Yubetsu in July and introduced the

Whitecourt Family
Violence Initiatives:

Manager of Recreation, Arts, and Culture. The Manager introduced the delegation, who provided highlights of their visit.

25-303 Moved by Councillor Lapointe

That Council accept the post-trip presentation from the 2025 Whitecourt/Yubetsu Exchange Group as information.

- CARRIED UNANIMOUSLY.

The Chief Administrative Officer noted that funding for the Whitecourt Family Violence Initiative had not been renewed by the Province, and introduced the Manager of Recreation, Arts, and Culture. The Manager advised that stakeholder groups were coordinating meetings with Hon. MLA Martin Long.

25-304 Moved by Councillor McAree

That Council send a letter to the Minister of Children and Family Services and the Minister of Justice advocating for funding and that \$32,713 be allocated from the FCSS General Reserve to support the Family Violence Initiatives until December 31, 2025 to lessen the impact to the community.

Votes in Favour of the Motion: Deputy Mayor Schlosser; Councillors Baker, Lanctot, Lapointe, and McAree.

Votes in Opposition of the Motion: Councillor Chauvet.

- MOTION CARRIED.

Canada Cultural
Spaces Fund:

The Chief Administrative Officer advised that Administration has requested a motion of support for a grant to fund specialized theatre equipment at the Culture & Events Centre and introduced the Manager of Recreation, Arts, and Culture who provided details of the grant application.

25-305 Moved by Councillor Lanctot

That Council approve submission of a grant application to the Canada Cultural Spaces Fund for specialized theatre equipment.

- CARRIED UNANIMOUSLY.

Roadway Markings:

The Chief Administrative Officer stated that an email had been received from a local youth, learning to drive, inquiring about roadway markings, and introduced the Director of Infrastructure. The Director reviewed Town practices for roadway markings.

25-306 Moved by Councillor Lanctot

That Council accept the information on roadway markings as information and respond to the resident with an outline of the Town's practices.

- CARRIED UNANIMOUSLY.

Land Use Bylaw
1577-5:

The Chief Administrative Officer noted that further to review from the Policies and Priorities Committee, the Land Use Bylaw was being brought forward for amendments pursuant to changes in provincial legislation and introduced the Director of Planning and Development. The Director advised that as the proposed changes to the bylaw are technical in nature, a public hearing was not required.

25-307 Moved by Councillor Lapointe

That Bylaw 1577-5 be given first reading.

- CARRIED UNANIMOUSLY.

25-308 Moved by Councillor Baker

That Bylaw 1577-5 be given second reading.

- CARRIED UNANIMOUSLY.

25-309 Moved by Councillor Chauvet

That Council proceed to third and final reading of Bylaw 1577-5.

- CARRIED UNANIMOUSLY.

25-310 Moved by Councillor McAree

That Bylaw 1577-5 be given third and final reading.

- CARRIED UNANIMOUSLY.

The meeting recessed. Time 4:42pm.

The meeting reconvened. Time: 4:43pm.

Development
Permit Application
25-125:

The Chief Administrative Officer indicated that an application to extend the operating season of Sagitawah RV Park had been received in early September and introduced the Director of Planning and Development. The Director advised that as the property is in a Direct Control, Council is the Development Authority. And that Administration was recommending a one-year exemption, to ensure that outstanding permit conditions were met. The Applicant indicated that he would like to pursue a five-year exemption once all permit conditions have been met.

25-311 Moved by Councillor Lanctot

That Council approve Application 25-125 for a one-year exemption to the Park operating season, allowing the Park to operate year round from October 16, 2025 to May 14, 2026; after which time the park would revert to operating between May 15 to October 15 each year; subject to the following conditions:

1. All conditions of the original development permit 91-156 continue to apply.
2. Sites 75, 76, 77, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, and 101 must remain decommissioned and identified as such with a physical barrier and cannot be utilized for RVs or tents without the issuance of a permit to recommission them.
3. The Property Owner shall relocate the log from the access road in the north east corner to a new location that still identifies the deactivated sites, but also allows emergency vehicles a clear line of access that meets the minimum requirements of the Building and Fire codes.
4. The Property Owner shall work with the Fire Department to maintain access for emergency vehicles throughout the winter.
5. The Property Owner shall obtain all required permits under Fire Services Bylaw 1582 for all fire pits within the RV Park.
6. The property owner shall clean up all construction materials and debris from the Town's Environmental Reserve (ER) lot and shall ensure that the area remains free of any equipment, vehicles, or other materials.
7. The Property Owner shall ensure that patrons do not stay longer than 60 days, and shall, upon request, provide the Town with access to records related to the rental of the sites including durations of stay.

8. The Property Owner shall not allow patrons to construct any type of permanent or semi-permanent affixed structure or affixed development, such as, patio, deck, pavilion, pergola, screening, fence, etc. within the RV Park Sites.
9. Upon notification by the Town, the Property Owner shall be responsible for promptly evacuating all patrons and visitors, and for promptly removing any and all products and/or items that may pose an environmental contaminant risk to land and water in the event of high water.
10. The Property Owner shall be responsible for keeping their property vacant and secured for the duration of all evacuations.
11. The Property Owner is responsible for compliance with the terms and conditions of all Federal, Provincial, and other Municipal Bylaw requirements that pertain to this development.
12. Future applications for temporary winter operations shall be received prior to the expiration of the current operating permit.
13. This temporary permit expires on May 14, 2026.

- CARRIED UNANIMOUSLY.

2026 Special
Budget Meeting:

The Chief Administrative Officer noted that due to a scheduling conflict, Administration has requested that the Special Budget Meeting be rescheduled to October 7.

25-312 Moved by Councillor Lapointe

That Council re-schedule the Special Meeting of Council from October 1, 2025 to October 7, 2025 at 4:00pm to discuss the 2026 Budget.

- CARRIED UNANIMOUSLY.

Personnel Policy
Manual
Amendments:

The Chief Administrative Officer noted that further to review by the Policies and Priorities Committee, Administration was bringing forward amendments to the Personnel Policy Manual and introduced the Director of Corporate Services. The Director stated that clarifications were made to the manual following the Policies and Priorities Committee meeting.

25-313 Moved by Councillor Baker

That Council accept the recommendation of the Policies and Priorities Committee and approve the proposed Personnel Policy Manual as presented.

- CARRIED UNANIMOUSLY.

Council
Committees
Evaluation:

The Chief Administrative Officer noted that further to review by the Policies and Priorities Committee, Administration was bringing forward amendments to the Council Committees Bylaw and Policy 11-003 – Governance and Appointments of Council Committees, Ad Hoc Committees, and External Committees.

25-314 Moved by Councillor Lapointe

That Council accept the recommendation of the Policies and Priorities Committee and approve Policy 11-003 – Governance and Appointments of Council Committees, Ad Hoc Committees, and External Committees as presented.

- CARRIED UNANIMOUSLY.

25-315 Moved by Councillor Lanctot

That Bylaw 1570-4 be given first reading.

- CARRIED UNANIMOUSLY.

Procedure Bylaw
1585:

25-316 Moved by Councillor Baker

That Bylaw 1570-4 be given second reading.

- CARRIED UNANIMOUSLY.

25-317 Moved by Councillor McAree

That Council proceed to third and final reading of Bylaw 1570-4.

- CARRIED UNANIMOUSLY.

25-318 Moved by Councillor Chauvet

That Bylaw 1570-4 be given third and final reading.

- CARRIED UNANIMOUSLY.

The Chief Administrative Officer stated that the Policies and Priorities Committee, reviewed the Procedure Bylaw and introduced the Legislative Manager. The Manager advised that the Province required removal of all references to Code of Conduct.

25-319 Moved by Councillor Lanctot

That Bylaw 1585 be given first reading.

- CARRIED UNANIMOUSLY.

25-320 Moved by Councillor Lapointe

That Bylaw 1585 be given second reading.

- CARRIED UNANIMOUSLY.

25-321 Moved by Councillor Chauvet

That Council proceed to third and final reading of Bylaw 1585.

- CARRIED UNANIMOUSLY.

25-322 Moved by Councillor Baker

That Bylaw 1585 be given third and final reading.

- CARRIED UNANIMOUSLY.

Town of Whitecourt
Policy Manual
Review:

The Chief Administrative Officer noted that further to review by the Policies and Priorities Committee, Administration was bringing forward amendments to the Policy Manual.

25-323 Moved by Councillor Baker

That Council accept the recommendation of the Policies and Priorities Committee and approve the proposed Policy Manual as presented.

- CARRIED UNANIMOUSLY.

Council Workshop:

The Chief Administrative Officer advised that pursuant to changes in provincial legislation regarding Intermunicipal Collaboration Frameworks, Administration proposed a workshop be scheduled to provide information on how the proposed changes would impact the community.

Whitecourt Fire
Department
Awards Night:

25-324 Moved by Councillor Chauvet

That Council schedule a Council Workshop on Monday, September 29, 2025, at 1:00pm.

- CARRIED UNANIMOUSLY.

The Chief Administrative Officer stated that invitations to the Annual Fire Department Awards Night had been extended by the Fire Department.

25-325 Moved by Councillor Lanctot

That Council Members be authorized to attend the Whitecourt Fire Department Awards Night on November 1, 2025.

- CARRIED UNANIMOUSLY.

Request for Street
Closure – Santa
Claus Parade:

The Chief Administrative Officer advised that a request for street closures had been received from the Whitecourt & District Chamber of Commerce for the annual Santa Claus Parade on November 15.

25-326 Moved by Councillor Chauvet

That Council approve the following closures for the annual Santa Claus Parade on Saturday, November 15, 2025, as follows:

- Streets as per the approved and alternate parade route between 5:15 – 6:45pm, per Policy 31-005 Parade/Procession/ Demonstration/Events; and
- 51 Street at the entrance to Festival Park and the Festival Park parking lot between the hours of 4:00 – 7:00pm; and
- The 52 Avenue Parking Lot from 5:15 – 8:00pm; and
- The use of the Town fire pit at the 52 Avenue Parking Lot.

- CARRIED UNANIMOUSLY.

25-327 Moved by Councillor Lanctot

That Council Members be authorized to attend the Whitecourt & District Chamber of Commerce Annual Santa Claus Parade on November 15, 2025.

Votes in Favour of the Motion: Deputy Mayor Schlosser; Councillors Baker, Lanctot, Lapointe, and McAree.

Votes in Opposition of the Motion: Councillor Chauvet.

- MOTION CARRIED.

Request for Street
Closure –
Christmas is for
Kids:

The Chief Administrative Officer indicated that the Chamber of Commerce is hosting Christmas is for Kids in the downtown on November 29 and had requested the use of the 52 Avenue Parking Lot and use of the Town fire pit.

25-328 Moved by Councillor Lanctot

That Council approve the closure of the 52 Avenue parking lot on November 29, 2025, from 11:00am to 3:00pm, and authorize the use of the Town fire pit and wood.

- CARRIED UNANIMOUSLY.

Councillor Reports:

Councillor Chauvet noted that he attended the Fire Department Swearing In Ceremony and the Rotary Club Peace Pole Unveiling.

Councillor Baker noted that she attended the Fire Department Swearing In Ceremony, the Rotary Club Peace Pole Unveiling, and a FireSmart Working Group meeting.

Councillor McAree stated that he attended a Protective Services Committee.

Councillor Lanctot advised that he attended the Fire Department Swearing In Ceremony, the Rotary Club Peace Pole Unveiling, a meeting for the Protective Services Committee, and an Economic Development Committee Planning Session.

Councillor Lapointe reported that she attended the Fire Department Swearing In Ceremony, the Rotary Club Peace Pole Unveiling and a Youth Advisory Committee meeting.

Deputy Mayor Schlosser noted that he attended the Fire Department Swearing In Ceremony, the Rotary Club Peace Pole Unveiling, the Youth Advisory Committee meeting, and made several National Coaches' Week presentations.

25-329 Moved by Councillor Lanctot

That Council accept the Councillor Reports as information.

- CARRIED UNANIMOUSLY.

Items of
Information:

25-330 Moved by Councillor Chauvet

That the following items be accepted as information:

- a) Town Accounts – Cheques 94059 – 94233;
- b) September 2025 Strategic Plan Project List;
- c) Town of Whitecourt 2025 Press Releases:
 - i. September 9 – Town Council Update;
- d) Mayor's Calendar; and,
- e) Council Calendar.

- CARRIED UNANIMOUSLY.

The meeting recessed. Time: 5:19pm.

The meeting reconvened. Time: 5:24pm.

25-331 Moved by Councillor Chauvet

That Council go into Closed Meeting to discuss Whitecourt Mountain Bike Association per Sections 19 and 30 of the Access to Information Act. Time: 5:25pm.

- CARRIED UNANIMOUSLY.

25-332 Moved by Councillor Chauvet

That Council revert to Regular Meeting. Time: 5:48pm.

- CARRIED UNANIMOUSLY.

Whitecourt
Mountain Bike
Association:

25-333 Moved by Councillor Lanctot

That Council approve a request from the Whitecourt Mountain Bike Association to utilize the \$150,000 matching contribution for the road access and parking, and any remaining funds to be used for the skills park and trail development on a 50/50 matching basis.

- CARRIED UNANIMOUSLY.

Adjournment: 25-334 Moved by Councillor Lapointe

That the Regular Meeting of Council be adjourned. Time: 5:50pm.

- CARRIED UNANIMOUSLY.

Mayor

Chief Administrative Officer

MINUTES OF THE SPECIAL MEETING OF COUNCIL
of the Town of Whitecourt
held on Tuesday, October 7, 2025 at the Forest Interpretive Centre

Present:	Mayor Pickard, Deputy Mayor Schlosser; Councillors Baker, Chauvet, Lanctot, Lapointe, and McAree; Chief Administrative Officer Smyl; and Recording Secretary Spivak.
Call to Order:	The Meeting was called to order at 4:00pm; Mayor Pickard presiding.
2026 Budget Public Input:	The Chief Administrative Officer advised that feedback had been received from the community pertaining to the 2026 Budget. <u>25-335 Moved by Councillor Chauvet</u> That Council accept the 2026 Budget Public Input as information: - CARRIED UNANIMOUSLY.
2026 Budget - Preliminary Budget Part 1:	The Chief Administrative Officer discussed the budget development process, and introduced the Director of Corporate Services to provide details on the 2026 Preliminary Budget. Councillor Lanctot arrived at the meeting. Time: 4:24pm. Council reviewed the department outlooks and proposed projects. The meeting recessed. Time: 5:07pm. The meeting reconvened. Time: 5:26pm. <u>25-336 Moved by Councillor Lanctot</u> That Council accept the 2026 Preliminary Budget as information. - CARRIED UNANIMOUSLY.
2026 Budget – Power Franchise Fee:	The Chief Administrative Officer advised that Council must confirm the power franchise rate and introduced the Director of Corporate Services. The Director reviewed the proposed rate of 7.09%, noting that the rate continues to be lower than comparable municipalities. <u>25-337 Moved by Councillor Lanctot</u> That Council approve an increase to the franchise fee rate for 2026 to 7.09% as the Power Franchise Fee Rate as of January 1, 2026. - CARRIED UNANIMOUSLY.
2026 Budget – Gas Franchise Fee:	The Chief Administrative Officer advised that Council must confirm the gas franchise rate and introduced the Director of Corporate Services. The Director reviewed the rates, noting that Administration recommends no change to the Gas Franchise Fee for 2026. <u>25-338 Moved by Deputy Mayor Schlosser</u> That Council accept the 2026 Budget Gas Franchise Fee as information. - CARRIED UNANIMOUSLY.

2026 Preliminary
Budget – Part 2
(Closed Meeting):

25-339 Moved by Councillor Lapointe

That the Regular Meeting of Council go into Closed Meeting for 2026 Preliminary Budget per Sections 19, 20, 26, and 30 of the Access to Information (ATIA) Act. Time: 6:18pm.

- CARRIED UNANIMOUSLY.

25-340 Moved by Councillor McAree

That Council revert to the Special Meeting. Time: 7:05pm.

- CARRIED UNANIMOUSLY.

25-341 Moved by Councillor Lanctot

That Council accept the 2025 Preliminary Budget – Part 2 as information.

- CARRIED UNANIMOUSLY.

Adjournment:

25-342 Moved by Councillor Chauvet

That the Special Meeting of Council be adjourned. Time: 7:06pm.

- 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: October 8, 2025
Meeting: October 14, 2025 Regular Meeting of Council
Originated by: Chelsea Grande, Director of Community Services
Title: COMMUNITY SERVICES ADVISORY BOARD 2026 PRIORITIES REPORT

PROPOSAL AND BACKGROUND:

A successful Community Services Advisory Board (CSAB) Planning Session was held on April 12, 2025, resulting in a beneficial review of existing facilities, programs, services, service levels, and identification of several topics/priorities to research/implement or review for 2026 budget consideration and/or the future. Items were categorized to align with Council's new Strategic Priorities and Areas of Focus with the goal of assisting Council in achieving their strategic priorities.

Ahead of the Session, members of the CSAB complete a Pre-Session Data Collection Exercise where they engage with community members. The data from this exercise, along with feedback received by Administration throughout the year, is used at the Planning Session to assist the Board in determining the CSAB's priorities and levels of services for the upcoming year, including stopping, continuing, or starting services.

Brigette Moore, the Vice-Chair of the CSAB, will be at the meeting to present the Board's priorities for 2026.

REFERENCES:

- CSAB 2026 Priorities Report – attached
-

BENEFITS/DISADVANTAGES AND OPTIONS:

The CSAB Priorities Report that is created from each year's Planning Session is used to provide policies and service level recommendation, assist with budget preparation, and provide operational suggestions to Administration of programming/events/amenities to explore or stop. The CSAB reviews the items and progress throughout the year.

COST AND SOURCE OF FUNDING:

2025 Budget

COMMENTS:

N/A

RECOMMENDATION:

That Council accept the Community Services Advisory Board 2026 Priorities Report as information.

APPROVAL:

Department Director:

CAO:



Community Services Advisory Board

2026 Priorities



Council Priorities



Economic Health



Livability



Organizational
Excellence



Governance
Excellence



ECONOMIC HEALTH

We drive economic growth by diversifying industries, expanding industrial land, supporting local businesses, and promoting tourism to create a resilient and sustainable economy.



ECONOMIC HEALTH

Board Priority Projects

Business Retention & Health



Community Spectrum

Highlighting Whitecourt youth and their contributions to our community on a spotlight page to be featured in the Community Spectrum.





LIVABILITY

We are committed to enhancing community wellness and cultural vibrancy by providing state-of-the-art recreational facilities, fostering a connected and thriving Whitecourt, enhancing community safety, and advocating effectively for improved healthcare services.



LIVABILITY

Board Priority Projects

Community Health/Wellness



Teens

Expanding programming for teens in the community, and addition of resources to target the teen age group.

Cultural/Recreational Vibrancy



Party In The Park Enhancements

- Expanding 'Adults Only' section;
- Additional tents for inclement weather; and,
- 'Best Food Truck' competition.





ORGANIZATIONAL EXCELLENCE

We value a positive workplace culture, and work to ensure long-term sustainability and service excellence, plan for future growth, and invest in technology to improve efficiency, and connectivity.



ORGANIZATIONAL EXCELLENCE

Board Priority Projects

Service Excellence

Biennial Pool Maintenance



Expanding the education and information released to the public about the timing and purpose of biennial pool maintenance.

Transit Twinkle Tours



Including more dates for the annual Transit Twinkle Tours, and offering specialty tours for seniors in the community





GOVERNANCE EXCELLENCE

We value relationships, and will continue to foster strong regional partnerships, enhance community engagement, collaborate with neighbours, support volunteers, and align with other levels of government to ensure community needs are met.



GOVERNANCE EXCELLENCE

Board Priority Projects

Volunteer/Not-For-Profit



Volunteer Coordinator

Expanding the FCSS Department with the addition of a Volunteer Coordinator position to support non-profit groups in Whitecourt.

Regional Partnerships



National Volunteer Week

Work in conjunction with Woodlands County for annual National Volunteer Week celebrations.

Seniors' Week

Work in conjunction with Woodlands County for annual Seniors' Week celebrations.



Items Discussed Not Deemed As Board Priorities

- Water fountains at the Off Leash Dog Park.
- Math & science programming.
- Additional adult fitness challenges/activities.
- Dog walks during winter at the Allan & Jean Millar Centre.
- Monitoring of outdoor spaces for public usage.
- Construction of outdoor Pickleball and Basketball courts.
- Expansion of Public Transit services to Pat Hardy Elementary School.
- Support for community groups that want to host hockey game watch parties.
- Renovations to the women's change room in the McLeod Arena.
- Open the Pembina Gas Infrastructure Aquatic Centre early on Tuesdays, Thursdays, and Fridays in the summer.
- Extend Dial-A-Bus hours of operation.
- Expand after school youth programming in partnership with surrounding municipalities.
- Youth business mentorship program.
- Swimsuit dryer installation in the pool change rooms.
- Level of diamond maintenance at Graham Acres.



Whitecourt
www.whitecourt.ca



REQUEST FOR DECISION

Date: October 7, 2025
Meeting: October 14, 2025 Regular Meeting of Council
Originated by: Courtney Hardman, Family Violence Liaison
Title: 2025 FAMILY VIOLENCE PREVENTION MONTH EVENTS

PROPOSAL AND BACKGROUND:

The province of Alberta remains the third highest for rates of self-reported spousal violence among Canadian provinces. Family Violence Prevention Month encourages our community to come together to promote healthy relationships and take action to prevent family violence. Throughout November, the Whitecourt Family Violence Initiative (FVI) will host and promote several events and activities designed to raise awareness and inspire change, including:

Shine A Light Event - On Friday, November 1, the FVI encourages all Whitecourt residents to turn on their outside porch lights, or pick up a purple light-up bracelet, to 'shine a light' on issues of family violence and to recognize Family Violence Prevention Month. Free bracelets can be picked up for free at Guest Services at the Allan & Jean Millar Centre.

Family Violence Business Connect – On Friday, November 7, resources are being coordinated for distribution within the community. The resources and packages will provide items for display and to be shared in client waiting rooms, cashier check out areas, business reception areas, and for business coffee rooms. Resources will include information on local and provincial Family Violence supports, healthy relationships, how to support victims of family violence, and a wallet-sized booklet containing comprehensive information on the scope of family violence and how to mitigate, process, and leave an abusive relationship.

Candlelight Vigil – On Friday, November 14, the event includes a speech on statistics surrounding intimate partner violence for Alberta, the importance of recognition for those who have experienced domestic violence, and knowledge of local resources that can help those affected by domestic violence. Following the speech, attendees will participate in a candlelight walk through the downtown area of Whitecourt held in honour of those injured or killed as a result of family violence.

#GoPurpleAB – On Friday, November 21, members of the FVI will distribute purple ribbons and light-up purple bracelets at a Wolverines hockey game. This platform will also provide an opportunity for the FVI to participate in the game's puck drop, where bracelets will be illuminated and a moment of silence will be held in honour of those injured or killed as a result of family violence.

Awareness Banners – The Family Violence Stakeholders Group will once again be hanging the large banner for the duration of the month of November. This banner will be placed on the side of the Allan and Jean Millar Centre building.

Beverage Coasters – The FVI will be handing out beverage coasters to local establishments that will advertise the provincial line for Family Violence supports, along with a QR code that directs to the FVI's website where all community event initiatives and prevention programs are listed.

REFERENCES:

- Candlelight Vigil Poster – attached
- Family Violence Prevention Month Events Poster – attached

BENEFITS/DISADVANTAGES AND OPTIONS:

All events and activities aim to raise awareness about family violence and foster community support in remembrance of those who have been injured or lost their lives as a result of it.

COST AND SOURCE OF FUNDING:

2025 Budget

COMMENTS:

Family Violence Prevention Month is a time to increase awareness of the resources and supports available so we can work together to end family violence and build healthier relationships in our community.

RECOMMENDATION:

That Council authorize be authorized to attend the Candlelight Vigil on November 14, 2025, and recognize November as Family Violence Prevention Month as per Policy 11-008 – Salutes of Special Days.

APPROVAL:

Department Director:

CAO:



21st Annual Candlelight Vigil



Light a candle. Share hope. Stand for change.

In remembrance of those lost to domestic violence and
in support of survivors.

Together, we honour their strength and renew our
commitment to end the silence.

Join us for an evening of reflection featuring a speech on the realities
and statistics of domestic violence and the importance of raising
awareness.

6:00 pm , Friday, November 14, outside Twice Is Nice

The Vigil will conclude with a peaceful candlelit walk to honour victims
and show solidarity with survivors.

www.whitecourtfvi.ca

PAINT THE TOWN PURPLE

WITH  **WHITECOURT
FAMILY
VIOLENCE
INITIATIVE**
Family. Community. Agency.

NOVEMBER IS FAMILY VIOLENCE PREVENTION MONTH (FVPM) IN ALBERTA

It is a time to increase awareness of the warning signs of family violence and the resources and supports available so we can work together to end family violence and build healthier relationships in our communities.

NOVEMBER 2025 EVENTS

NOVEMBER 1

**SHINE
A LIGHT**

NOVEMBER 7

**FAMILY VIOLENCE
BUSINESS CONNECT**
Kick-off for awareness
resources around
Whitecourt

NOVEMBER 14

CANDLE
LIGHT
VIGIL



NOVEMBER 21

WOLVERINES

GAME NIGHT

#WHERE TOTURN
#GOPURPLEAB



For a full list of events
and details, visit
whitecourtfvi.ca.

FAMILY VIOLENCE INFO LINE 310-1818

Supported by 



Whitecourt

REQUEST FOR DECISION

Date: October 7, 2025
Meeting: October 14, 2025 Regular Meeting of Council
Originated by: Judy Barney, Director of Corporate Services
Title: 2026 BUDGET SCHEDULE

PROPOSAL AND BACKGROUND:

Further to the timelines proposed for the 2026 Budget preparation at Council's August 20 meeting, Administration has some more detailed timelines as follows:

2026 BUDGET SCHEDULE	
September 8 – October 31, 2025	Meetings being held with staff and committees to identify 2025 initiatives
November 3 - November 21, 2025	Management Budget reviews
TBD Regular Meeting of Council	Lac Ste. Anne Foundation Budget Presentation
November 17, 2025 – Policies and Priorities Committee Meeting	Library Budget Presentation and other Budget 2026 items as required.
November 24 – November 28, 2025	Final management reviews
December 3, 2025	Budget printed
December 5, 2025	Distribution of budget to Council
December 8, 2025 Policies and Priorities Committee Meeting	Landfill Authority Budget Presentation and Water and Sewer Annual Rates & Sustainability
December 10, 2025 Special Meeting of Council	Review of Budget with Council
December 15, 2025 Regular Meeting of Council	Interim Budget Approval

The Interim Budget must be adopted before December 31 to meet the requirements set out in the Municipal Government Act and Bylaw 1411 – Adopting Annual Interim Operating Budgets.

Budgeted expenditures for 2026 will proceed as per the approved 2026 Interim Budget. In early March, the final figures for the 2026 assessment roll and the status of grant applications will be available to determine the impact on the approved budget. Also in March, the provincial budget is usually announced, which is required before the Province will release the school tax rates to municipalities.

The 2026 Budget will be finalized prior to the Tax Rate Bylaw being approved, which usually occurs in April. This will allow Administration time to prepare the details for tax notices which are generally mailed in mid-May.

REFERENCES:

N/A

BENEFITS/DISADVANTAGES AND OPTIONS:

The budget timeline should provide sufficient time for stakeholder input, good analysis, multiple presentations, and approval before the start of the budget year.

COST AND SOURCE OF FUNDING:

N/A

COMMENTS:

If additional meetings are needed, an RFD will be brought forward to Council to determine the time and date.

RECOMMENDATION:

That Council adopt the proposed 2025 Budget Schedule as presented; and that Council schedule a Special Meeting of Council to discuss the 2025 Budget on December 10, 2025 at 4:00pm.

APPROVAL:

Department Director:

CAO:





Whitecourt

REQUEST FOR DECISION

Date: October 6, 2025
Meeting: October 14, 2025 Regular Meeting of Council
Originated by: Krista Spivak, Controller
Title: TAX SALE RESERVE BID

PROPOSAL AND BACKGROUND:

In preparation for the potential sale of property, Council is required to establish a reserve bid on each parcel of land to be offered for sale at a public auction and any conditions that apply to the sale as per S. 419 of the Municipal Government Act (MGA). Properties under Tax Roll 003186, with tax arrears of \$68,317.83 and Tax Roll 008084, with tax arrears of \$163,900.61, will be offered for sale by Public Auction on March 3, 2026.

Harrison Bowker Valuation Group completed an appraisal for the properties, which was also reviewed by the Town Assessor. The appraisal recommends reserve bids of \$850,000 and \$1,100,000 respectively. Administration proposes that the term of sale is cash or certified cheque; with a 10% deposit to accompany the auction bid, and the sale transaction completion in 30 days.

REFERENCES:

- Location Map – attached
 - Harrison Bowker Valuation Group Appraisals
-

BENEFITS/DISADVANTAGES AND OPTIONS:

The Town is proceeding with the tax sale and received an appraisal which was completed by Harrison Bowker Valuation Group to ensure the reserve bids are to be set as close as reasonably possible to actual market value of the parcel.

The Town will receive full recovery of taxes owed plus any expenses from the sale. Any surplus sale proceeds are held in trust and disbursed as per S. 427 of the MGA.

COST AND SOURCE OF FUNDING:

All costs incurred including appraisal, advertising and auction expenses are charged to the tax role and are fully recoverable by the municipality.

COMMENTS:

These properties have proceeded through the three-year tax recovery process as per legislation under S. 418(1) of the MGA; each Municipality must offer for sale at a public auction any parcel of the land shown on its tax arrears list if the arrears are not paid.

The public auction process and removal of the tax recovery notification can be effected by payment in full of the tax arrears at any time up until property is sold.

RECOMMENDATION:

That Council approve reserve bids as follows, with terms of sale being cash or certified cheque, with 10% to accompany the auction bid, and the sale transaction to be complete in 30 days.

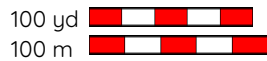
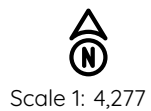
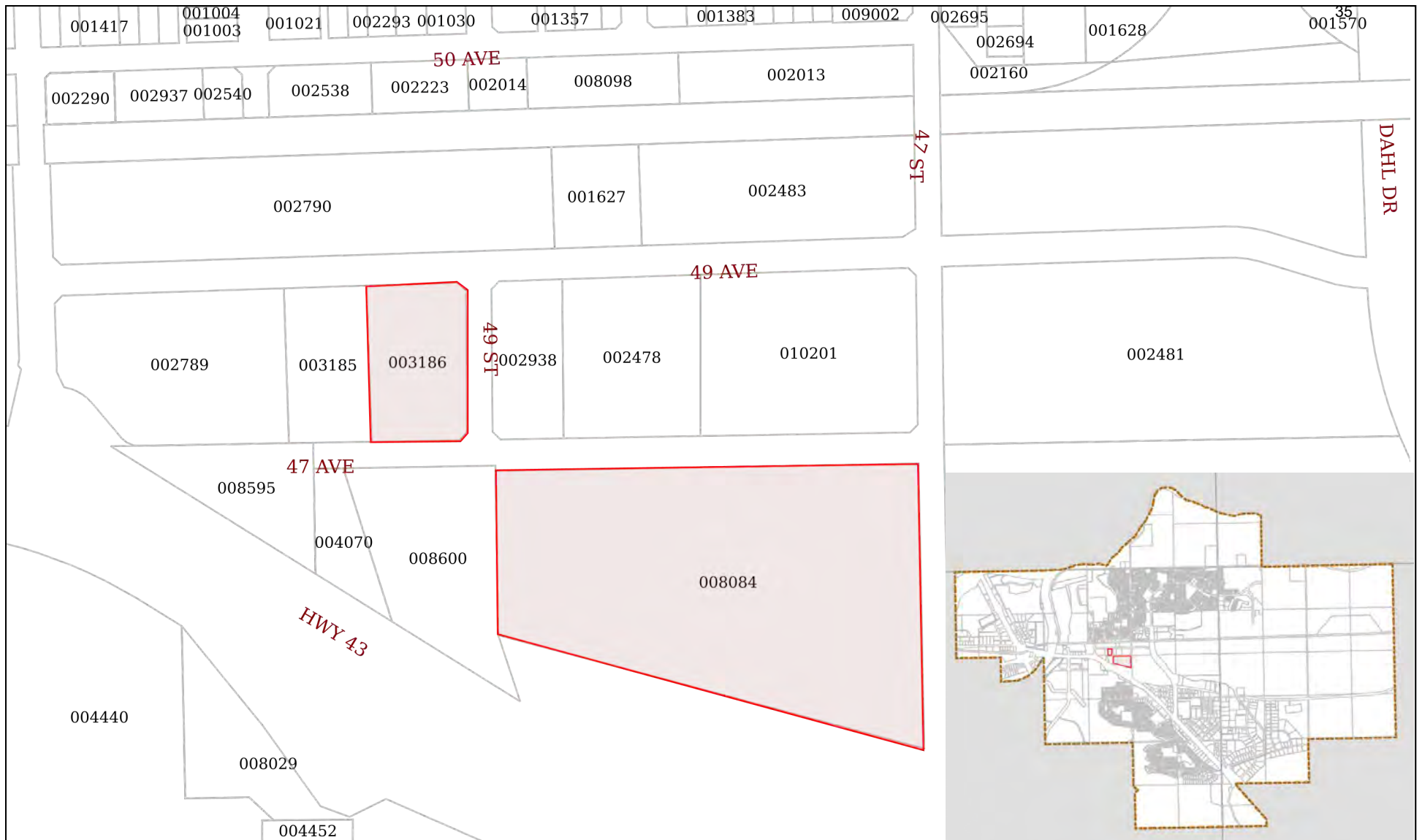
Roll	Legal Description	Municipal Address	Reserve Bid
003186	Lot 6 Block 1 Plan 1324870	4720 49 Street	\$ 850,000
008084	5-12-59-26-NE		\$1,100,000

APPROVAL:

Department Director:

CAO:





Town of Whitecourt makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and Town of Whitecourt shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of the Town of Whitecourt. Copyright Town of Whitecourt. All Rights Reserved.



REQUEST FOR DECISION

Date: October 6, 2025
Meeting: October 14, 2025 Regular Meeting of Council
Originated by: Wendy Grimstad-Davidson, Executive Assistant
Title: WHITECOURT CURLING CLUB 75TH ANNIVERSARY

PROPOSAL AND BACKGROUND:

The Whitecourt Curling Club is celebrating its 75th Anniversary in 2025, with a celebratory event taking place on the weekend of November 7 – 8. Events will include a Meet & Greet, open curling event, and a dinner and awards night. A dedicated group of volunteers, along with donations from local businesses, began construction of the first Whitecourt Curling Rink in 1948. In 1977, the Club moved to its current location between the Allan & Jean Millar Centre and JDA Place. The Club has requested the Mayor's attendance at the evening reception on November 8.

REFERENCES

- Invitation Letter – attached
- Poster – attached

BENEFITS/DISADVANTAGES AND OPTIONS:

The Whitecourt Curling Club has been an active community group for over 75 years. Beginning in the early years, residents recognized a need in the community and their work over the years has resulted in generations of residents being able to participate in recreational activities. Recognizing the efforts of our local volunteers not only highlights the innumerable hours that go in to sustaining an activity and facility, but also gives the Town the chance to thank those volunteers for their efforts.

COST AND SOURCE OF FUNDING:

2025 Budget

COMMENTS:

N/A

RECOMMENDATION:

That the Mayor be authorized to attend the Whitecourt Curling Club 75th Anniversary Celebration on November 8, 2025, at the Whitecourt Curling Rink.

APPROVAL:

Department Director:

CAO:

_____ *P. Smyl*



Whitecourt Curling Club
Box 1776 Whitecourt AB T7S 1P5

Mayor
 Town of Whitecourt
 Whitecourt, Alberta

October 6, 2025

Dear Mayor,

RE: Whitecourt Curling Club 75th Anniversary

We are excited to be celebrating our 75th Anniversary this year. We are very proud of our volunteers and community support throughout the years.

On November 7 & 8th, 2025, we are hosting our Anniversary Event. The event will include a Meet & Greet Friday evening with a Club-League Curling Demonstration from 7:00pm to 9:00pm and social until 11:00pm. Saturday, November 8th, we will be having "open curling" from 3:30-5:30 pm, followed by a dinner at 6:00pm. At 7:00pm, we will have presentations, a power-point, awards, prizes and a social to end the evening. We are hoping you would be able to attend and present to the Organization, Volunteers and Members with a 75th Anniversary Certificate in recognition of the hard work and commitment of the Club and it's members over the years.

A bit of history for you: The original property was obtained (which is now the Provincial Building – downtown Whitecourt), and a Rink was built with 2 sheets of natural ice. The Equipment and help was donated by Western Lumber (A.J. Millar). It was constructed from 1948 to 1949 and curling began that fall and into the winter months. Peter Konzuk was the President of the Club with Evelyn Gunderson as the Ladie's Club President in 1950/51. In 1959, the Whitecourt Recreational Cooperative Association Ltd was formed for the purpose of advancing Recreational Facilities in town. Shares were sold and artificial ice was added with a 3rd sheet. In 1976, the Association was dissolved and an Agreement was made with the Town of Whitecourt to build a building and the Club would lease it. The Agriculture Society Grant of \$50,000 was used as part of the Club's commitment of \$75,000 to be paid. A Committee was formed to raise the additional funds. In 1977 the Club was Registered as the "Whitecourt Curling Club" and curling began at the current curling club site on Sunset Blvd.

We will be inviting all of our current and past members to our various events during the weekend to celebrate 75 years. Your presence would be appreciated at our event; more specifically we hope you can celebrate with us November 8th from 6:00pm to 9:00pm. In addition, we are inviting a representative from Woodlands County, Curling Alberta and Honourable Martin Long to our presentations.

Thank you in advance for your consideration of attending this event. We look forward to hearing from you. Please contact myself whether you would or would not be able to attend.

Best Regards,



Cindy Brooks
Director-75th Anniversary



Whitecourt Curling Club



COME CELEBRATE WITH US!

75

YEARS

Anniversary Event - November 7 & 8/25

FRIDAY: 6:00 - 11:00pm - Curling Demonstrations (Whitecourt Mens/Ladies/Mixed & Junior Leagues 7:00-9:00pm), Meet & Greet with appies & reminiscing

SATURDAY: 3:00pm - 11:00pm, Open Curling (3:30-5:30pm), Dinner by Taste Buds (6:00pm), followed with Presentations, Awards, Prizes and a Social

Pre-Register for all events by Monday Nov 3/25 - Saturday Curling and Dinner (Limit 100 people due to space). Curling Observations - unlimited. Please call Cindy @780-706-5267 or jcbbrook@gmail.com to register and for more info. The Event is "NO COST" (in lieu, please bring a curling item from the past-an old broom, sweater, pictures, medals, etc to share in our display)

Carbonex Contractors Centre (Curling Rink) Whitecourt



REQUEST FOR DECISION

Date: October 9, 2025
Meeting: October 14, 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:

- Whitecourt Community Foundation – December 12, 2024;
- Whitecourt Library Board – March 18, April 15, 2025;
- Whitecourt Regional Solid Waste Management Authority – June 18, 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 ANNUAL GENERAL MEETING OF Whitecourt Community Foundation

Thursday, December 12, 2024 at 1:30 p.m.

Town of Whitecourt Administration Office – Large Boardroom

Present:	Chair: Williard Strebchuk; Vice-Chair: Art Martin; Directors: Sarah Aubin, Chelsea Grande, Norm Hodgson; Secretary: Rhiannon Bisson.
Absent:	Treasurer: Megan Chaytor.
Call to Order:	The Meeting was called to order with Chair W. Strebchuk presiding. Time: 1:30 p.m.
Adoption of Agenda:	<u>24-001 Moved by: Director N. Hodgson</u> That the Agenda be adopted as presented. - CARRIED.
Review & Appointment of Officers:	Director C. Grande presented the list of Whitecourt Community Foundation Officers to the Society. <u>24-002 Moved by: Director A. Martin</u> That the Whitecourt Community Foundation accept the Whitecourt Community Foundation Officers List as presented. - CARRIED.
Financial Statements:	Director C. Grande presented the Financial Statements and the Edmonton Community Foundation Fund Summary to the Society. <u>24-003 Moved by: Director S. Aubin</u> That the Whitecourt Community Foundation accept the Financial Statement and Edmonton Community Foundation Fund Summary as presented. - CARRIED
Membership Application:	Director C. Grande presented the Membership Application to the Society. <u>25-004 Moved by: Director N. Hodgson</u> That the Whitecourt Community Foundation accept the Membership Application as presented. - CARRIED.
Community Grant Program (Verbal Discussion):	The Society discussed implementation of a Community Grant Program through the Whitecourt Community Foundation. Based on further discussion, the Society decided to continue to build funds before handing out a grant. <u>25-005 Moved by: Director A. Martin</u> That the Whitecourt Community Foundation accept the Community Program Verbal Discussion as information. - CARRIED.

Marketing:

Secretary R. Bisson presented marketing research to the Society, including website development, logo development, and brochure/package development.

The Society expressed interest in having three mock-up logos created to choose from.

Director C. Grande noted that a newspaper advertisement, an advertisement in the Whitecourt Community Spectrum, and a kick-off gala/event would be brought forth to the Society for future discussion and implementation pending launch of a website and establishment within the community.

24-006 Moved by: Director N. Hodgson

That the Whitecourt Community Foundation authorize Secretary R. Bisson to investigate logo development, quotations for website development, and create an introduction brochure for the Society.

- CARRIED.

Next Meeting
Date:

The next Regular Meeting of the Whitecourt Community Foundation will be called by Chair W. Strebchuk.

Adjournment:

24-007 Moved by: Director A. Martin

That the Regular Meeting of the Whitecourt Community Foundation be adjourned.
Time: 2:10 p.m.

- CARRIED.



Williard Strebchuk
Chair



WHITECOURT & DISTRICT PUBLIC LIBRARY BOARD
Regular Meeting Minutes
March 18, 2025 at the Library – 5:30 PM

Attended: CARLSON, Carol; HAUGJORD, Helen; KEOUGH, Nancy;
 KUBELKA, Joseph; LAPOINTE, Abbeygail; LAPOINTE, Serena;
 O'KEEFE, Megan; ROWE, Gayle; ST PIERRE, Alyssa

Regrets: KUSCH, Dave

Chair: HAUGJORD, Helen

Recorder: KUBELKA, Joseph

Guests: N/A

Observers: N/A

Call to Order: HAUGJORD called the meeting to order at 5:30 PM.

1. Approval of Agenda

Motion: CARLSON motioned to approve the agenda as circulated.

Carried Unanimously

2. Approval of Minutes

2.1 Minutes of the February 11, 2025 Regular Meeting

Motion: LAPOINTE, Serena motioned to approve the minutes as circulated.

Carried Unanimously

3. New Business

3.1 Woodlands County Agreement Renewal

4. Continuing Business



5. Items for Information

5.1 Director's Report

5.2 Calendars, Events, Correspondence

Motion: KEOUGH motioned to accept 5.1-5.2 as information.

Carried Unanimously

6. Trustee Reports

LAPOINTE, Serena provided an update that the CEC construction is on schedule.

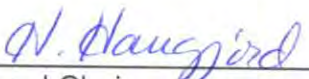
7. Next Meeting Date

7.1 April 15, 2025 5:30 PM, at the library.

8. Adjournment

Motion: LAPOINTE, Serena motioned to adjourn the meeting.

Carried Unanimously



Board Chair



WHITECOURT & DISTRICT PUBLIC LIBRARY BOARD
Regular Meeting Minutes
April 15, 2025 at the Library – 5:30 PM

Attended: HAUGJORD, Helen; KEOUGH, Nancy; KUBELKA, Joseph;
 KUSCH, Dave; LAPOINTE, Serena; O'KEEFE, Megan; ROWE, Gayle;
 ST PIERRE, Alyssa

Regrets: CARLSON, Carol; LAPOINTE, Abbeygail

Chair: HAUGJORD, Helen

Recorder: KUBELKA, Joseph

Guests: N/A

Observers: N/A

Call to Order: HAUGJORD called the meeting to order at 5:40 PM.

1. Approval of Agenda

Motion: KEOUGH motioned to approve the agenda as amended.

Carried Unanimously

2. Approval of Minutes

2.1 Minutes of the March 18, 2025 Regular Meeting

Motion: LAPOINTE motioned to approve the minutes as circulated.

Carried Unanimously

3. New Business

3.1 Printer Replacement

Motion: ROWE motioned to spend up to \$4,000.00 from the Capital Replacement Reserve to replace the main printer.

Carried Unanimously

3.2 2024-2025 Director Evaluation Forms

Motion: ROWE motioned to accept 3.2 as information.

Carried Unanimously



4. Continuing Business

4.1 Woodlands County Agreement Renewal

Motion: KUSCH motioned to accept 4.1 as information.

Carried Unanimously

5. Items for Information

5.1 Director's Report

5.2 Calendars, Events, Correspondence

Motion: ROWE motioned to accept 5.1-5.2 as information.

Carried Unanimously

6. Trustee Reports

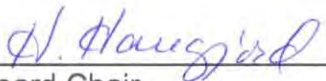
7. Next Meeting Date

3.3 May 13, 2025 5:30 PM, at the library.

8. Adjournment

Motion: KUSCH motioned to adjourn the meeting.

Carried Unanimously



Board Chair

**MINUTES OF THE REGULAR MEETING OF
Whitecourt Regional Solid Waste Management Authority**

Wednesday, June 18, 2025 at 2:00 p.m.

Town of Whitecourt Administration Office – Large Boardroom

Present:	Chair: Paul Chauvet; Members: Braden Lanctot, Tom Pickard, Bruce Prestidge; Resource Members: Drew Hadfield, Jeff Zhang; Acting Solid Waste Manager: Juan Grande; Recording Secretary: Rhiannon Bisson. The Authority welcomed Solid Waste Coordinator Jim Hearn and Assistant Controller Cherie Van Der Meer.
Absent:	Member: Dave Kusch.
Call to Order:	The Meeting was called to order with Chair P. Chauvet presiding. Time: 2:00 p.m.
Adoption of Agenda:	<u>25-022 Moved by: B. Prestidge</u> That the Agenda be adopted as amended with the addition of item 7.1 – Concrete Collection and Recycling. - CARRIED
Adoption of Minutes from the April 3, 2025 Regular Meeting:	<u>25-023 Moved by: T. Pickard</u> That the Minutes from the April 3, 2025 Regular Meeting be adopted as presented. - CARRIED.
Whitecourt Transfer Station Plastic Bail Twine Collection:	Director D. Hadfield presented the Whitecourt Transfer Station Plastic Bail Twine Collection item to the Authority. <u>25-024 Moved by: T. Pickard</u> That the Whitecourt Regional Solid Waste Management Authority authorize Administration to explore recycling options for plastic bail twine at the Whitecourt Regional Landfill and at the Whitecourt Transfer Station. - CARRIED.
2025 Whitecourt/Woodlands Free Clean Up Week Results:	Coordinator J. Hearn presented highlights from the 2025 Whitecourt/Woodlands Free Clean Up Week Event. It was noted that the 2025 Event saw a 57.2% increase of disposed refuse compared to 2024. <u>25-025 Moved by: T. Pickard</u> That the Whitecourt Regional Solid Waste Management Authority accept the 2025 Whitecourt/Woodlands Free Clean Up Week Results as information. - CARRIED.
Whitecourt Regional Landfill Weigh Scale & Scale House Project Update:	Manager J. Grande provided an updated on the Whitecourt Regional Landfill Weigh Scale & Scale House Project Update. Due to supply chain issues, it was noted that the project would be delayed by 8 weeks, with construction expected to begin on September 15, 2025.

Operations &
Project Update:

25-026 Moved by: B. Lanctot

That the Whitecourt Regional Solid Waste Management Authority accept the Whitecourt Regional Landfill Weigh Scale & Scale House Project Update as information.

- CARRIED.

Coordinator J. Hearn provided an Operations & Project Update for the Authority.

25-027 Moved by: B. Lanctot

That the Whitecourt Regional Solid Waste Management Authority accept the Operations & Project Update as information.

- CARRIED.

Concrete
Collection &
Recycling:

Director Zhang provided background on the Concrete Collection & Recycling item. A letter from Woodlands County to the Whitecourt Regional Solid Waste Management Authority was received June 18, 2025, requesting that Administration explore options to expand the Concrete Collection & Recycling services that is currently available only to Town residents and businesses, to also include Woodlands County residents and businesses.

25-028 Moved by: T. Pickard

That the Whitecourt Regional Solid Waste Management Authority authorize Administration to explore options to expand the Town's Concrete Collection & Recycling Program to include Woodlands County residents and businesses.

- CARRIED.

Next Meeting
Date:

25-029 Moved by: B. Prestidge

That the next Regular Meeting of the Whitecourt Regional Solid Waste Management Authority be held on July 30, 2025 at 2:00 p.m.

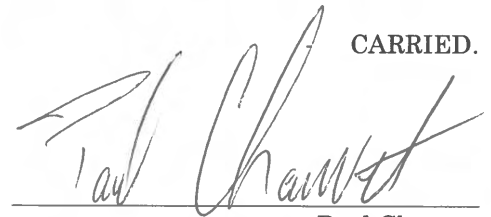
- CARRIED.

Adjournment:

25-030 Moved by: T. Pickard

That the Regular Meeting of the Whitecourt Regional Solid Waste Management Authority be adjourned. Time: 2:26 p.m.

CARRIED.



Paul Chauvet
Chair



REQUEST FOR DECISION

Date: October 9, 2025
 Meeting: October 14, 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 October 14, 2025 Council package as information items:

- a. Town Accounts – Cheques 94234 – 94441 (Council Members to contact the Director of Corporate Services prior to Regular Meeting with any questions regarding Town accounts);
- b. September 29 Letter to Resident re Line Painting;
- c. September 29 Letter to C. Becker re Blueberry Drive Speed and Traffic Volume;
- d. September 29 Letter to S. Bruneau re Blueberry Drive Speed and Traffic Volume;
- e. September 29 Letter to L. Connell re Virginia Drive Parking Concerns;
- f. September 29 Letter to Whitecourt Indigenous Friends Society re Truth and Reconciliation;
- g. September 29 Letter to Ministers of Children and Family Services, and Justice re Funding for Family Violence Initiatives;
- h. September 29 Letter to Whitecourt Mountain Bike Society re Funding;
- i. September 30 Response from Resident re Line Painting;
- j. Woodlands County List of Official Candidates;
- k. Whitecourt Library 2024 Statement of Receipts and Disbursements;
- l. Town of Whitecourt 2025 Press Releases:
 - i. September 19 – Whitecourt Fire Restriction;
 - ii. September 22 – Nomination Day;
 - iii. September 23 – Nomination Day Update;
 - iv. September 23 – Council Update;
 - v. September 26 – Truth & Reconciliation Day;
- m. Mayor's Calendar; and,
- n. Council Calendar.

RECOMMENDATION:

That Council accept the Items of Information as information.

APPROVAL:

Department Director:

CAO:

System: 10/09/25 8:47:20 AM
 User Date: 10/09/25

Town of Whitecourt
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

Page: 1
 User ID: STACY

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

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
94234	ARCA003	ARCAND, FAY	9/23/25	SCOTIA	PMCHQ00003249	\$170.52
94235	CAMPO001	CAMPOSANO, JOHNLEY	9/23/25	SCOTIA	PMCHQ00003249	\$110.00
94236	CANN002	CANNIFF AND ASSOCIATES	9/23/25	SCOTIA	PMCHQ00003249	\$100.00
94237	CASE004	CASE + POINT: MEDIA	9/23/25	SCOTIA	PMCHQ00003249	\$3,441.38
94238	CONE002	CONE, NICOLE	9/23/25	SCOTIA	PMCHQ00003249	\$45.74
94239	DARR003	DARROCH, JORDAN	9/23/25	SCOTIA	PMCHQ00003249	\$110.00
94240	DAYS004	DAYS INN BY WYNDHAM WHITECOURT	9/23/25	SCOTIA	PMCHQ00003249	\$1,194.15
94241	DOER003	DOERKSON, CHERYLEE	9/23/25	SCOTIA	PMCHQ00003249	\$215.29
94242	EAST001	EASTLINK	9/23/25	SCOTIA	PMCHQ00003249	\$184.17
94243	FENN006	FENNELL, BRADEN	9/23/25	SCOTIA	PMCHQ00003249	\$170.00
94244	GAVI001	GAVI, KADENCE	9/23/25	SCOTIA	PMCHQ00003249	\$40.00
94245	GOVER001	GOVEREAU, THEO	9/23/25	SCOTIA	PMCHQ00003249	\$92.13
94246	GRY001	GRYWACHESKI, KARA	9/23/25	SCOTIA	PMCHQ00003249	\$309.61
94247	JACOBS002	JACOBS, JOHN	9/23/25	SCOTIA	PMCHQ00003249	\$226.79
94248	JAGER002	JAGER, JODY	9/23/25	SCOTIA	PMCHQ00003249	\$1,192.62
94249	KELLY001	CHRIS KELLY	9/23/25	SCOTIA	PMCHQ00003249	\$110.00
94250	LIV001	LIVING WATERS CRD # 42	9/23/25	SCOTIA	PMCHQ00003249	\$120,555.81
94251	MIKE001	13457770 CANADA LTD	9/23/25	SCOTIA	PMCHQ00003249	\$16.80
94252	MITCH005	MITCHELL, ANGELA	9/23/25	SCOTIA	PMCHQ00003249	\$25.00
94253	MPE002	MPE ENGINEERING LTD	9/23/25	SCOTIA	PMCHQ00003249	\$26,711.84
94254	MULG001	MULGREW, JENESSA	9/23/25	SCOTIA	PMCHQ00003249	\$30.00
94255	OLSON002	OLSON, ALLISON	9/23/25	SCOTIA	PMCHQ00003249	\$185.21
94256	ORKIN001	ORKIN CANADA CORPORATION	9/23/25	SCOTIA	PMCHQ00003249	\$204.12
94257	PROFX001	PROFOX RENTALS INC	9/23/25	SCOTIA	PMCHQ00003249	\$30,142.64
94258	RITZ0001	THE RITZ CAFE & MOTOR INN	9/23/25	SCOTIA	PMCHQ00003249	\$42.71
94259	ROBI003	ROBINSON, MICHELLE	9/23/25	SCOTIA	PMCHQ00003249	\$90.00
94260	ROGERS001	ROGERS	9/23/25	SCOTIA	PMCHQ00003249	\$38.65
94261	SCHU003	SCHUTTE, GLENNA	9/23/25	SCOTIA	PMCHQ00003249	\$106.05
94262	SHAUER001	SHAUER, SHANEECE	9/23/25	SCOTIA	PMCHQ00003249	\$170.00
94263	SPIVAK001	SPIVAK, KRISTA	9/23/25	SCOTIA	PMCHQ00003249	\$89.25
94264	STROE003	STROEDER, DONAVAN	9/23/25	SCOTIA	PMCHQ00003249	\$20.00
94265	TOMK001	TOMKOW, CATHY	9/23/25	SCOTIA	PMCHQ00003249	\$159.60
94266	VAN004	MARY VAN DEN OEVER	9/23/25	SCOTIA	PMCHQ00003249	\$109.00
94267	VANH001	VAN HOUTTE COFFEE SERVICES INC	9/23/25	SCOTIA	PMCHQ00003249	\$358.62
94268	WHITEPRES001	2100036 AB. LTD. O/A WHITECOUR	9/23/25	SCOTIA	PMCHQ00003249	\$1,594.95
94269	WILLB001	WILLIAMS, BEVERLEY	9/23/25	SCOTIA	PMCHQ00003249	\$500.00
94270	2229421	SNAP ON TOOLS	9/30/25	SCOTIA	PMCHQ00003250	\$113.14
94271	ABMUN005	ALBERTA MUNICIPAL SERVICES COR	9/30/25	SCOTIA	PMCHQ00003250	\$1,309.11
94272	APEX003	APEX SUPPLEMENTARY PENSION TRU	9/30/25	SCOTIA	PMCHQ00003250	\$1,568.41
94273	BLACKW001	BLACKWELL, ANN	9/30/25	SCOTIA	PMCHQ00003250	\$1,165.69
94274	BRANCH001	BRANCH LASER ENGRAVING	9/30/25	SCOTIA	PMCHQ00003250	\$1,530.00
94275	BRYL001	BRYLDT, MELISSA	9/30/25	SCOTIA	PMCHQ00003250	\$945.00
94276	BUCK005	BUCK, CHLOE	9/30/25	SCOTIA	PMCHQ00003250	\$476.48
94277	CREST001	CRESTLINE COACH LTD.	9/30/25	SCOTIA	PMCHQ00003250	\$30,000.00
94278	DIGI002	DIGITAL POSTAGE ON CALL -90052	9/30/25	SCOTIA	PMCHQ00003250	\$5,250.00
94279	ENGL004	ENGLOBE CORP	9/30/25	SCOTIA	PMCHQ00003250	\$2,782.50
94280	ESRI001	ESRI CANADA LTD	9/30/25	SCOTIA	PMCHQ00003250	\$1,438.50
94281	FENN006	FENNELL, BRADEN	9/30/25	SCOTIA	PMCHQ00003250	\$40.00
94282	GRY001	GRYWACHESKI, KARA	9/30/25	SCOTIA	PMCHQ00003250	\$400.00
94283	HIBBSM001	HIBBS, MICHAEL	9/30/25	SCOTIA	PMCHQ00003250	\$146.16
94284	HOUSE005	HOUSE OF HUSH EVENTS	9/30/25	SCOTIA	PMCHQ00003250	\$1,312.50
94285	ISL001	ISL ENGINEERING	9/30/25	SCOTIA	PMCHQ00003250	\$7,949.57
94286	LAJEU001	LAJEUNESSE, MARTIN	9/30/25	SCOTIA	PMCHQ00003250	\$135.40
94287	LOCAL001	LOCAL AUTHORITIES PENSION PLAN	9/30/25	SCOTIA	PMCHQ00003250	\$69,159.84
94288	LOCAL002	LOCAL AUTHORITIES PENSION PLAN	9/30/25	SCOTIA	PMCHQ00003250	\$2,209.29
94289	MERL001	MERLIN SHREDDING INC	9/30/25	SCOTIA	PMCHQ00003250	\$367.50
94290	MILLAR002	MWI	9/30/25	SCOTIA	PMCHQ00003250	\$3,000.00
94291	MOUNTA002	322304 ALBERTA LTD.	9/30/25	SCOTIA	PMCHQ00003250	\$238.35
94292	MVD001	MVD WHITECOURT	9/30/25	SCOTIA	PMCHQ00003250	\$40.00
94293	PARK002	PARKLAND COUNTY	9/30/25	SCOTIA	PMCHQ00003250	\$8,440.44
94294	PERRIN.C001	PERRIN, CARIZZA	9/30/25	SCOTIA	PMCHQ00003250	\$2,031.80
94295	PUROLA001	PURULATOR INC.	9/30/25	SCOTIA	PMCHQ00003250	\$166.79
94296	RECEIV001	RECEIVER GENERAL FOR CANADA	9/30/25	SCOTIA	PMCHQ00003250	\$146,786.08
94297	STARD001	STARDUST DESIGNS	9/30/25	SCOTIA	PMCHQ00003250	\$300.00
94298	STITCH001	STITCH N TIME CUSTOM EMBROIDER	9/30/25	SCOTIA	PMCHQ00003250	\$103.95
94299	STUCK004	STUCKLESS, SAMANTHA	9/30/25	SCOTIA	PMCHQ00003250	\$20.00
94300	SUMM003	SUMMIT MEMORIALS LTD.	9/30/25	SCOTIA	PMCHQ00003250	\$656.25
94301	SUMM004	SUMMERS, DANIELLE	9/30/25	SCOTIA	PMCHQ00003250	\$250.69
94302	SUPERI002	SUPERIOR PROPANE INC	9/30/25	SCOTIA	PMCHQ00003250	\$1,506.48

System: 10/09/25 8:47:20 AM

Town of Whitecourt

Page:2

User Date: 10/09/25

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
94303	SUTT001	SUTTON, JAIMEE	9/30/25	SCOTIA	PMCHQ00003250	\$534.97
94304	TELUS001	TELUS COMMUNICATIONS	9/30/25	SCOTIA	PMCHQ00003250	\$52.50
94305	TELUS002	TELUS MOBILITY INC.	9/30/25	SCOTIA	PMCHQ00003250	\$2,923.17
94306	TEMP00000003598	CARTER, JULIE	9/30/25	SCOTIA	PMCHQ00003250	\$125.54
94307	THEB001	THEBEAU, KYLE	9/30/25	SCOTIA	PMCHQ00003250	\$1,784.14
94308	TOWN001	TOWN OF HINTON	9/30/25	SCOTIA	PMCHQ00003250	\$1,540.00
94309	TOWN002	TOWN OF WHITECOURT	9/30/25	SCOTIA	PMCHQ00003250	\$1,735.50
94310	TRIGG003	TRIGG, BLAINE	9/30/25	SCOTIA	PMCHQ00003250	\$4,036.12
94311	TWIN004	TWIN ACRES GREENHOUSE	9/30/25	SCOTIA	PMCHQ00003250	\$642.60
94312	VAN004	MARY VAN DEN OEVER	9/30/25	SCOTIA	PMCHQ00003250	\$139.00
94313	VANH001	VAN HOUTTE COFFEE SERVICES INC	9/30/25	SCOTIA	PMCHQ00003250	\$672.14
94314	WEST015	WEST PEAK FORESTRY/998315 AB L	9/30/25	SCOTIA	PMCHQ00003250	\$5,133.00
94315	WHITEPRES001	2100036 AB. LTD. O/A WHITECOUR	9/30/25	SCOTIA	PMCHQ00003250	\$650.56
94316	WHITEVET001	WHITECOURT VETERINARY	9/30/25	SCOTIA	PMCHQ00003250	\$6,015.03
94317	WOODC001	WOODCOCK, JESSICA	9/30/25	SCOTIA	PMCHQ00003250	\$125.54
94318	ZOLL001	ZOLLINGER, BLAKE	9/30/25	SCOTIA	PMCHQ00003250	\$149.10
94319	ARCA003	ARCAND, FAY	10/07/25	SCOTIA	PMCHQ00003251	\$165.00
94320	AUMABEN001	AUMA	10/07/25	SCOTIA	PMCHQ00003251	\$121,404.70
94321	BLAIR003	BLAIR'S SEPTIC SERVICES	10/07/25	SCOTIA	PMCHQ00003251	\$357.00
94322	BUCK005	BUCK, CHLOE	10/07/25	SCOTIA	PMCHQ00003251	\$7.88
94323	CANADI002	CANADIAN NATIONAL	10/07/25	SCOTIA	PMCHQ00003251	\$5,824.50
94324	CANTER001	CANTERBURY COFFEE CORPORATION	10/07/25	SCOTIA	PMCHQ00003251	\$333.60
94325	CESAR001	2572835 ALBERTA LTD	10/07/25	SCOTIA	PMCHQ00003251	\$142.70
94326	CLARK003	CLARK BUILDERS	10/07/25	SCOTIA	PMCHQ00003251	\$3,415,903.98
94327	DANM001	DANMAR CONSULTING	10/07/25	SCOTIA	PMCHQ00003251	\$3,032.41
94328	DOER003	DOERKSON, CHERYLEE	10/07/25	SCOTIA	PMCHQ00003251	\$20.00
94329	EPCOR001	EPCOR	10/07/25	SCOTIA	PMCHQ00003251	\$256.53
94330	GERB002	GERBER, DONNA	10/07/25	SCOTIA	PMCHQ00003251	\$291.00
94331	GOVER001	GOVEREAU, THEO	10/07/25	SCOTIA	PMCHQ00003251	\$180.00
94332	GREEN0012	GREEN, ANN-MARIE	10/07/25	SCOTIA	PMCHQ00003251	\$261.45
94333	GRIMST001	GRIMSTAD-DAVIDSON, WENDY	10/07/25	SCOTIA	PMCHQ00003251	\$117.46
94334	HEARN005	HEARN, ROBERT J.	10/07/25	SCOTIA	PMCHQ00003251	\$15.49
94335	INSF001	THE INSPECTIONS GROUP INC.	10/07/25	SCOTIA	PMCHQ00003251	\$1,139.91
94336	KUCH001	KUCHARCHUK ENTERPRISES LTD	10/07/25	SCOTIA	PMCHQ00003251	\$78.75
94337	LACH002	LACHANCE, RAY	10/07/25	SCOTIA	PMCHQ00003251	\$4,000.00
94338	LAST002	LASTIWIKA, JOYCE	10/07/25	SCOTIA	PMCHQ00003251	\$25.00
94339	LEIGH001	LEIGHTON, MICHELLE	10/07/25	SCOTIA	PMCHQ00003251	\$1,353.40
94340	MALM001	MALMQUIST, ANDREW	10/07/25	SCOTIA	PMCHQ00003251	\$151.71
94341	MC2001	MC SQUARED SYSTEM DESIGN GROUP	10/07/25	SCOTIA	PMCHQ00003251	\$5,250.00
94342	MCNAL002	MCNALLEY, CHELSEA	10/07/25	SCOTIA	PMCHQ00003251	\$60.00
94343	MILLI001	MILLINGTON, CORINNE	10/07/25	SCOTIA	PMCHQ00003251	\$72.80
94344	MOBEY002	MOBEY, GWEN	10/07/25	SCOTIA	PMCHQ00003251	\$2,539.47
94345	MVD001	MVD WHITECOURT	10/07/25	SCOTIA	PMCHQ00003251	\$20.00
94346	PEMB006	PEMBINA WEST CO-OP	10/07/25	SCOTIA	PMCHQ00003251	\$25,356.17
94347	PEPSI001	THE PEPSI BOTTLING GROUP (CANA	10/07/25	SCOTIA	PMCHQ00003251	\$1,709.65
94348	PUROLA001	PUROLATOR INC.	10/07/25	SCOTIA	PMCHQ00003251	\$34.14
94349	ROLL002	ROLLHEISER, ERIN	10/07/25	SCOTIA	PMCHQ00003251	\$800.00
94350	RUMB003	RUMBALL, LISA	10/07/25	SCOTIA	PMCHQ00003251	\$294.40
94351	SCHU003	SCHUTTE, GLENNA	10/07/25	SCOTIA	PMCHQ00003251	\$3,018.89
94352	STAPLES001	STAPLES #453 WHITECOURT	10/07/25	SCOTIA	PMCHQ00003251	\$85.74
94353	STITCH001	STITCH N TIME CUSTOM EMBROIDER	10/07/25	SCOTIA	PMCHQ00003251	\$83.06
94354	SUPER006	SUPERIOR SAFETY CODES INC.	10/07/25	SCOTIA	PMCHQ00003251	\$2,684.92
94355	SUTT001	SUTTON, JAIMEE	10/07/25	SCOTIA	PMCHQ00003251	\$285.47
94356	TOCH003	TOCHENIUK, DIANE	10/07/25	SCOTIA	PMCHQ00003251	\$603.32
94357	TROF002	TROFIMUK, CHERYLE	10/07/25	SCOTIA	PMCHQ00003251	\$49.00
94358	WATER002	WATER PURE & SIMPLE	10/07/25	SCOTIA	PMCHQ00003251	\$23.97
94359	WHITECOMM001	WHITECOURT COMMUNICATIONS	10/07/25	SCOTIA	PMCHQ00003251	\$105.00
94360	WHITEPRES001	2100036 AB. LTD. O/A WHITECOUR	10/07/25	SCOTIA	PMCHQ00003251	\$567.71
94361	WOODS004	WOODS, EMMA	10/07/25	SCOTIA	PMCHQ00003251	\$30.00
94362	XEROX001	XEROX CANADA LTD.	10/07/25	SCOTIA	PMCHQ00003251	\$11.82
94363	2229421	SNAP ON TOOLS	10/09/25	SCOTIA	PMCHQ00003252	\$614.25
94364	5STAR002	5 STAR SERVICES AND PRODUCTS I	10/09/25	SCOTIA	PMCHQ00003252	\$99.12
94365	ABSAW001	ALBERTA SAW & KNIFE LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$330.75
94366	ACKLAN001	ACKLANDS-GRAINGER INC.	10/09/25	SCOTIA	PMCHQ00003252	\$347.08
94367	ARC002	ARC SUPPLIES INC	10/09/25	SCOTIA	PMCHQ00003252	\$67.20
94368	ASSOC005	ASSOCIATED FIRE SAFETY	10/09/25	SCOTIA	PMCHQ00003252	\$207.67
94369	BROG002	BROGAN FIRE & SAFETY	10/09/25	SCOTIA	PMCHQ00003252	\$139.92
94370	BRUC001	BRUCE LABOUCANE CONTRACTING	10/09/25	SCOTIA	PMCHQ00003252	\$2,550.00
94371	CANADI002	CANADIAN NATIONAL	10/09/25	SCOTIA	PMCHQ00003252	\$3,969.00
94372	CARO001	CARO ANALYTICAL SERVICES	10/09/25	SCOTIA	PMCHQ00003252	\$260.19
94373	CHEM005	CHEMTRADE WEST LIMITED PARTNER	10/09/25	SCOTIA	PMCHQ00003252	\$15,190.40
94374	CLEAR001	CLEAR TECH INDUSTRIES INC.	10/09/25	SCOTIA	PMCHQ00003252	\$10,687.22
94375	COMM005	COMMERCIAL AQUATIC SUPPLIES	10/09/25	SCOTIA	PMCHQ00003252	\$39.42
94376	COMMTRK01	COMMERCIAL TRUCK EQUIPMENT COR	10/09/25	SCOTIA	PMCHQ00003252	\$79,219.35
94377	CRAWF001	CRAWFORD MACHINERY LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$152.25
94378	CUMM003	CUMMINS CANADA ULC	10/09/25	SCOTIA	PMCHQ00003252	\$705.37

System: 10/09/25 8:47:20 AM

Town of Whitecourt

Page:3

User Date: 10/09/25

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
94379	DBS001	DBS ENVIRONMENTAL	10/09/25	SCOTIA	PMCHQ00003252	\$1,948.02
94380	DIES002	THE DIESEL SHOP/705143 AB INC.	10/09/25	SCOTIA	PMCHQ00003252	\$532.41
94381	EAGLE001	EAGLE RIVER CHRYSLER LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$285.54
94382	EDMTR002	EDMONTON TRAILER SALES & LEAS	10/09/25	SCOTIA	PMCHQ00003252	\$35.80
94383	ELECT001	ELECTRAM ROTARY EQUIPMENT LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$889.76
94384	ENGL004	ENGLOBE CORP	10/09/25	SCOTIA	PMCHQ00003252	\$3,990.00
94385	FIRST014	FIRST TRUCK CENTRE	10/09/25	SCOTIA	PMCHQ00003252	\$796.40
94386	FOOD001	FOOD BANKS ALBERTA ASSOCIATION	10/09/25	SCOTIA	PMCHQ00003252	\$3,189.98
94387	FOUNTA001	FOUNTAIN TIRE (WHITECOURT) CO.	10/09/25	SCOTIA	PMCHQ00003252	\$3,017.81
94388	GARDA001	GARDAWORLD SECURITY SYSTEMS	10/09/25	SCOTIA	PMCHQ00003252	\$241.72
94389	GNX001	GNXCOR INC	10/09/25	SCOTIA	PMCHQ00003252	\$367.50
94390	GREGG001	GREGG DISTRIBUTORS LP	10/09/25	SCOTIA	PMCHQ00003252	\$2,248.04
94391	GREY003	GREYSTONE ELECTRIC LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$283.50
94392	GROE002	GROENEVELD LUBRICATION SOLUTIO	10/09/25	SCOTIA	PMCHQ00003252	\$847.25
94393	HANLY001	THE HANLYMAN	10/09/25	SCOTIA	PMCHQ00003252	\$4,777.50
94394	HEID001	HEIDELBERG MATERIALS CANADA LI	10/09/25	SCOTIA	PMCHQ00003252	\$594.93
94395	HODGE004	HODGE VEGETATION CONTROL LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$30,727.06
94396	HYDRO001	HYDRO PLUMBING & MECHANICAL	10/09/25	SCOTIA	PMCHQ00003252	\$223.08
94397	ICONIX001	ICONIX WATERWORKS LP	10/09/25	SCOTIA	PMCHQ00003252	\$12,152.39
94398	IDEAL001	IDEAL AUTOMOTIVE & IND. SUPPLY	10/09/25	SCOTIA	PMCHQ00003252	\$2,539.45
94399	IRON002	IRON WING TANK AND VAC LTD	10/09/25	SCOTIA	PMCHQ00003252	\$1,015.88
94400	JASON001	JASON THOMAS ENTERPRISES LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$26,058.39
94401	JOBS001	JOBSITE WORKWEAR WHITECOURT	10/09/25	SCOTIA	PMCHQ00003252	\$953.30
94402	JOE002	JOE JOHNSON EQUIPMENT INC.	10/09/25	SCOTIA	PMCHQ00003252	\$1,964.76
94403	K&C001	K & C GRAPHICS (2008) INC.	10/09/25	SCOTIA	PMCHQ00003252	\$1,575.00
94404	KNM001	KNM SALES & SERVICE	10/09/25	SCOTIA	PMCHQ00003252	\$449.72
94405	KWMECH001	K.W. MECHANICAL	10/09/25	SCOTIA	PMCHQ00003252	\$3,835.34
94406	LEVYS001	LEVYS OILFIELD SERVICES LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$4,724.75
94407	LIFE0001	LIFESAVING SOCIETY	10/09/25	SCOTIA	PMCHQ00003252	\$459.38
94408	LINDE001	LINDE CANADA INC.	10/09/25	SCOTIA	PMCHQ00003252	\$85.82
94409	LOBLAW001	LOBLAWS INC.	10/09/25	SCOTIA	PMCHQ00003252	\$1,185.59
94410	LYNX001	LYNX CONTROLS	10/09/25	SCOTIA	PMCHQ00003252	\$420.00
94411	MART003	HORIZON AG & TURF	10/09/25	SCOTIA	PMCHQ00003252	\$3,176.96
94412	MAX001	MAX FUEL DISTRIBUTORS LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$109.83
94413	MK001	MK HYDRO BLASTING LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$1,181.25
94414	PLC001	PLC SUDS & SERVICES LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$129.15
94415	PRIN002	PRINOTH LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$5,447.51
94416	PROFX001	PROFOX RENTALS INC	10/09/25	SCOTIA	PMCHQ00003252	\$34.13
94417	RALCOM001	RALCOMM LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$13,449.43
94418	RED-L001	RED-L DISTRIBUTORS LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$1,965.38
94419	RIVER001	RIVERSTONE GARDEN CENTER	10/09/25	SCOTIA	PMCHQ00003252	\$3,937.50
94420	RJH001	RJH TOOL SALES LTD	10/09/25	SCOTIA	PMCHQ00003252	\$95.61
94421	ROYAL004	ROYAL CARETAKING SUPPLIES INC	10/09/25	SCOTIA	PMCHQ00003252	\$20,950.37
94422	SCHAF001	SCHAFER'S CUSTOM WELDING LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$496.48
94423	SCHIN001	SCHINDLER ELEVATOR CORPORATION	10/09/25	SCOTIA	PMCHQ00003252	\$6,721.02
94424	SHOP002	THE SHOP LOCAL COMPANY INC	10/09/25	SCOTIA	PMCHQ00003252	\$1,218.00
94425	SILV004	SILVERTIP ELECTRIC	10/09/25	SCOTIA	PMCHQ00003252	\$2,017.04
94426	SMYL001	SMYL CHEVROLET BUICK GMC LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$463.85
94427	STAR006	STARTEC REFRIGERATION SERVICES	10/09/25	SCOTIA	PMCHQ00003252	\$2,422.75
94428	STONE003	STONE R.V. SALES & SERVICE	10/09/25	SCOTIA	PMCHQ00003252	\$170.42
94429	STRYD001	STRYDHORST ENTERPRISES LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$24,349.50
94430	SURE005	SURE ELECTRIC & CONTROLS LTD	10/09/25	SCOTIA	PMCHQ00003252	\$1,190.18
94431	TERRY001	1754529 ALBERTA LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$4,010.58
94432	THEM001	THE MASTER GROUP INC.	10/09/25	SCOTIA	PMCHQ00003252	\$462.06
94433	TOP001	TOP SHOT CONCRETE INC.	10/09/25	SCOTIA	PMCHQ00003252	\$16,485.00
94434	TRIM002	TRIMLINE DESIGN LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$52.50
94435	UFA002	UNITED FARMERS OF ALBERTA	10/09/25	SCOTIA	PMCHQ00003252	\$920.83
94436	WCTAUTO002	THE WHITECOURT AUTOMALL LTD	10/09/25	SCOTIA	PMCHQ00003252	\$3,332.19
94437	WCTSTA002	WHITECOURT STATIONERY LTD	10/09/25	SCOTIA	PMCHQ00003252	\$1,608.89
94438	WEST025	WESTERN STAR TRUCKS (NORTH) LT	10/09/25	SCOTIA	PMCHQ00003252	\$441.00
94439	WESTV001	WESTVAC INDUSTRIAL LTD.	10/09/25	SCOTIA	PMCHQ00003252	\$3,679.20
94440	WHITEMACH001	WHITECOURT MACHINE & WELDING	10/09/25	SCOTIA	PMCHQ00003252	\$7,326.49
94441	WHITL001	WHITLOCK CONTRACTING LTD	10/09/25	SCOTIA	PMCHQ00003252	\$7,361.76
REMIT000	SCOTIA001	SCOTIABANK VISA	9/30/25		PMCHQ00003250	\$0.00

Total Cheques: 209

Total Amount of Cheques: \$4,467,811.60

=====



September 29, 2025



Dear [REDACTED]:

Re: Email dated September 13, 2025 regarding road line painting

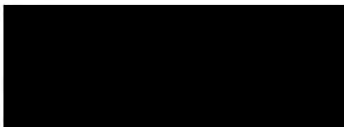
Thank you for taking the time to email your concerns regarding local road line painting. Council values input from the community, and was especially impressed to receive comments from the youth demographic.

In response to your email, Council discussed the municipality's current practices and standards for road markings. Similar to other municipalities, the Town of Whitecourt currently marks roadways with a number of standardized lane markings, and focus is placed on arterial and collector roadways. That being said, Council was interested to know if there was a particular area that you had concerns about to see if there were any situational considerations that needed to be made.

Council was extremely impressed with your submission and interest in our community. If you have not already considered it, the Whitecourt Youth Advisory Committee is currently recruiting for members. Members of this Committee advocate on behalf of Whitecourt youth to ensure their needs are met, and your interest in local issues would be an asset.

It is a priority to keep Whitecourt safe, and Council appreciates the perspective you have provided as a new driver in our community.

Sincerely,



Tom Pickard
Mayor



Office of the Mayor

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

Phone / 780.778.2273 Fax / 780.778.4166

www.whitecourt.ca



September 29, 2025

Mr. Chris Becker
[REDACTED]

Whitecourt AB [REDACTED]

Dear Mr. Becker:

Re: Concerns about speeds on Blueberry Drive

I'm writing in response to concerns that you shared at a Council Meeting in October 2024 about speeds along Blueberry Drive.

As mentioned in my letter dated December 2024, the municipality completed traffic counts and speed monitoring in July 2025, and results were recently presented at a Policies and Priorities Committee meeting. The data is outlined in the Request for Decision that was presented at the meeting and is enclosed with this letter.

Since my last correspondence, the Province has approved the installation of light signals at the intersection of 33 Street and Highway 43, which will reduce the amount of through traffic on Blueberry Drive. The Town of Whitecourt will be looking at future opportunities to monitor the impact this change has on traffic counts and speeds in your area.

Thank you again for taking the time to bring your concerns about traffic safety to Council.

Sincerely,

[REDACTED]
Tom Pickard
Mayor

Encl.



Office of the Mayor

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

Phone / 780.778.2273 Fax / 780.778.4166

www.whitecourt.ca



September 29, 2025

Ms. Shauna Bruneau

Whitecourt AB

Dear Ms. Bruneau:

Re: Concerns about speeds on Blueberry Drive

I'm writing in response to concerns that you shared at a Council Meeting in October 2024 about speeds along Blueberry Drive.

As mentioned in my letter dated December 2024, the municipality completed traffic counts and speed monitoring in July 2025, and results were recently presented at a Policies and Priorities Committee meeting. The data is outlined in the Request for Decision that was presented at the meeting and is enclosed with this letter.

Since my last correspondence, the Province has approved the installation of light signals at the intersection of 33 Street and Highway 43, which will reduce the amount of through traffic on Blueberry Drive. The Town of Whitecourt will be looking at future opportunities to monitor the impact this change has on traffic counts and speeds in your area.

Thank you again for taking the time to bring your concerns about traffic safety to Council.

Sincerely,

Tom Pickard
Mayor

Encl.


Whitecourt

Office of the Mayor

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

Phone / 780.778.2273 Fax / 780.778.4166

www.whitecourt.ca



September 29, 2025

Ms. Lynne Connell
[REDACTED]

Whitecourt AB [REDACTED]

Dear Ms. Connell:

Re: Residential Request – Parking

On behalf of Whitecourt Town Council, I am writing in response to concerns that you shared at the July 21 Council Meeting about residential parking.

Council had the opportunity to discuss your suggestions at the September 15, 2025 Policies and Priorities Committee meeting. As directed by Council, Administration brought information forward on the community's current regulations, as well as information on best practices to ensure local regulations are consistent with relevant provincial legislation. As a result of this discussion, Council confirmed its support for current bylaw regulations.

Thank you again for taking the time to bring your concerns to Council.

Sincerely,
[REDACTED]

Tom Pickard
Mayor


Whitecourt

Office of the Mayor

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

Phone (780.778.2273 Fax (780.778.4166

www.whitecourt.ca



September 29, 2025

Whitecourt Indigenous Friends Society
Attn: Faye Beauchamp, President

Whitecourt AB [REDACTED]
Email: indigenous.friendsociety@gmail.com

Dear Ms. Beauchamp

Re: Letter dated August 19, 2025 regarding commitment to Truth and Reconciliation Initiatives

Thank you for your letter regarding advancing reconciliation with Indigenous Peoples.

Council had the opportunity to discuss your letter at a recent Policies and Priorities Committee, and reviewed what the municipality currently does to foster strong regional partnerships, and engage with Indigenous neighbours on matters of joint interest.

- As mentioned in your letter, Whitecourt has provided grant funding to support local events and cultural programming, including those organized by the Whitecourt Indigenous Friends Society.
- The Town of Whitecourt has a land acknowledgement that was drafted with the support of Indigenous partners and is read at specific community events.
- The Town of Whitecourt has been dealing directly with the Alexis Nakota Sioux Nation on statutory plan referrals, and has consulted with Alexis Nakota Sioux Nation on many grant projects.
- Recently, grant funding was provided through the Whitecourt Tourism Enhancement Grant Program to Whitecourt Isga Tourism Association for the development of the Tipi Village project. Economic Development continues to work with the project manager on special projects and strategies for this venue to market the accommodations and cultural experiences offered at the venue.
- With the assistance of Alexis Nakota Sioux Nation, Administration is finalizing interpretive signage that will be placed along Riverside Trail noting historical and cultural points of interest. The Town of Whitecourt will continue to reach out to the Alexis Nakota Sioux Nation to discuss additional partnership opportunities that will arise in the future with the opening of the Culture & Events Centre.

In the event specific opportunities for partnership with the Whitecourt Indigenous Friends Society arise, please contact the Town of Whitecourt.

Thank you for raising this important issue with Council, and for the work the Society does in our community to share cultural knowledge and to foster inclusion.

Sincerely,

[REDACTED]
Tom Pickard
Mayor


Whitecourt

Office of the Mayor

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

Phone 780.778.2273 Fax 780.778.4166

www.whitecourt.ca



September 29, 2025

Minister of Children and Family Services
Honourable Searle Turton
130 Legislature Building
10800 – 97 Avenue
Edmonton AB T5K 2B6

Minister of Justice
Honourable Mickey Amery
424 Legislature Building
108000 – 97 Avenue
Edmonton AB T5K 2B6

Dear Ministers:

Re: Whitecourt Family Violence Initiative Funding

On behalf of the Town of Whitecourt, I am writing to urge the Government of Alberta to reconsider its decision to cut funding to the Whitecourt Family Violence Initiative.

Whitecourt was notified over the summer that it was no longer eligible for funding under the Taking Action on Family Violence Grant Program. The municipality, per funding guidelines, submitted an application in partnership with McMan Youth, Family & Community Services Association; however, we learned earlier this month that the request to extend funding for the Whitecourt Family Violence Initiative was unsuccessful, and that the current funding will expire on September 30, 2025.

Since 2005, the Government of Alberta has funded the Whitecourt Family Violence Stakeholders group to provide the Family Violence Initiative. It uses best and promising practices to deliver services and supports to prevent and reduce family violence/sexual violence and promote safe, healthy, equitable relationships. The supports the Initiative provides, including a court coordination program for domestic violence cases and the New Hope program, are unique in Alberta in the way the programs work to provide not only support and rehabilitation to the victim, but also to the perpetrator to help end the cycle of family violence.

In 2024, the Whitecourt RCMP received 264 domestic-related calls. Of this, the Whitecourt Family Violence Initiative took action on 106 RCMP-generated files, and contacted 198 individuals (both victims and accused) to provide initial or ongoing support, case conferencing, court preparation, and court updates. 184 client referrals were made for community and provincial supports. These statistics confirm the region's need for these support services; however, without Provincial funding these services will be unavailable to some of the most vulnerable in our community.

The Town of Whitecourt recognizes the importance of these services, and acknowledges that cancellation of the Whitecourt Family Violence Initiative will leave a large service gap, greatly affecting families. The municipality has committed reserve funds to ensure the program runs until the end of 2025. However, this is a short term solution that the Town of Whitecourt feels should be funded by the Province under its mandate of responsibilities for our region.

The Town of Whitecourt urges the Province of Alberta to reconsider the program change that has made municipalities ineligible for funding, and that the funding to the Whitecourt Family Violence Initiative be reinstated.

Sincerely,


Tom Pickard
Mayor

cc: Minister Martin Long, MLA West Yellowhead


Whitecourt

Office of the Mayor

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

Phone 780.778.2273 Fax 780.778.4166

www.whitecourt.ca



September 29, 2025

Whitecourt Mountain Bike Association
Attn: Mike Braun, President

Dear Mr. Braun:

Re: Whitecourt Mountain Bike Association Funding Request

Whitecourt Town Council had the opportunity to review the Association's request regarding the Whitecourt Mountain Bike Association's funding request a recent meeting.

I am writing to reconfirm the Town of Whitecourt's commitment to the project, and that Council has authorized the \$150,000 matching contribution to the Association be utilized for the road access and parking. Once the project is complete and inspected by the Director of Infrastructure (or designate), and receipts are submitted, then any remaining funds be used for the skills park and trail development on a 50/50 matching basis.

Whitecourt Town Council looks forward to completion of the enhancements, and appreciates the dedication and leadership of the Association.

Sincerely,

Tom Pickard
Mayor



Office of the Mayor

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

Phone / 780.778.2273 Fax / 780.778.4166

www.whitecourt.ca

Wendy Davidson

From: Wendy Davidson
Sent: October 8, 2025 2:53 PM
To: Wendy Davidson
Subject: FW: Response to email regarding road line painting

From: [REDACTED]
Sent: Tuesday, September 30, 2025 5:40 PM
To: Tara Gallant <taragallant@whitecourt.ca>; Town Council <TownCouncil@whitecourt.ca>
Subject: Re: Response to email regarding road line painting

Dear Mayor and Council Members,

Re: Road line painting

Thank you for your response.

We were able to listen to the council meeting and understand that the current road markings are believed to meet the standards of other towns. The budget also determines how many lines can be repainted throughout the year. The town has chosen to use more environmentally friendly paints, which unfortunately don't last as long. With that decision, it should have been understood that the lines would need to be repainted more frequently to maintain the same visibility and standard as before.

If lines were repainted before they completely faded, there would be no need to hire specialized companies. We could simply repaint over the semi-visible lines ourselves. Roads like 55th Avenue, 47th Street, and 51st Street are good examples of where this approach could work.

I understand the focus is on the primary roads in town. However, if we are saving money by painting on our own, we could cover more roads without needing specialized equipment.

As someone learning to drive, I find it overwhelming to start on the main roads. I prefer to build my confidence on less busy streets and work my way up. Clear road markings on these quieter roads are still essential for safe learning and driving.

Thank you,

[REDACTED]

Wendy Davidson

From: Tracy Mindus <tracy.mindus@woodlands.ab.ca>
Sent: September 23, 2025 5:27 PM
Subject: OFFICIAL CANDIDATES LIST - 2025 MUNICIPAL ELECTION

OFFICIAL CANDIDATES LIST - 2025 MUNICIPAL ELECTION

Division 1, Anselmo - Dave Kusch - **Acclaimed**
 Division 3, Whitecourt Central - Alan Deane - **Acclaimed**
 Division 6, Goose Lake/Freeman River - Peter Kuelken - **Acclaimed**

The list of candidates for the Woodlands County 2025 Municipal Election is OFFICIAL:

Division 2, Whitecourt West

- John Michael Burrows
- Patricia Ray MacNeil

Division 4, Whitecourt East

- Karen St. Martin
- Andrew Burgoyne
- Deb Edney
- Jeremy James Sergeew

Division 5, Blue Ridge

- Jenna Wright
- Chris Exley
- Robert William Haydock

Division 7, Fort Assiniboine/Timeu

- Benny Whitten
- Dale Kluin

Information on Special Ballots, dates and times for the advance and general vote will be posted on www.woodlands.ca/p/2025-election.

For more information, please contact:

Tracy Mindus
 Returning Officer
 780-778-8400
elections@woodlands.ab.ca



Tracy Mindus

Legislative & Communications Coordinator

t 780-778-8400 **f** 780-778-8402

PO Box 60, 1 Woodlands Lane
 Whitecourt, AB T7S 1N3



Direct Payments - Budget

Costs paid directly by the municipality on behalf of the library board are referred to as **direct payments**. If it is anticipated that the municipality will pay costs in addition to its local appropriation to the library board, this form must be completed by a Municipal Administrator. Report only that portion of the municipal expenditure that is anticipated to be paid on behalf of the library board. These figures may be subject to audit. Do not include in kind contributions. The funds in lines i. through xii. should not be included in the library board's budget. **The amount of local appropriation (annual operating cash transfer from the municipality to the library board) is already recorded in the library board's budget and should not be included on this form.**

OPERATING EXPENDITURES TO BE PAID BY MUNICIPALITY (DIRECT PAYMENTS)	Budget 2025
i. Library staff (e.g. salaries, wages and benefits. DO NOT include expenditures for municipal staff)	
ii. Building maintenance (e.g. janitor, supplies, maintenance, repairs)	\$63,467.00
iii. Insurance	\$4,676.00
iv. Utilities	\$15,009.00
v. Audit/financial review	
vi. Rent (paid to private landlord, not to municipality)	
vii. Telephone and internet	
viii. Other (please list - DO NOT include the municipality's library system membership fee/levy)	
IX. TOTAL PROJECTED OPERATING EXPENDITURES TO BE PAID BY MUNICIPALITY (add lines i. to viii.)	\$ 83,152.00
Other expenditures to be paid by municipality	
x. Municipal staff costs (i.e., if a municipal employee spends a portion of time on library business)	
xi. Debenture interest and principal	
xii. Capital or special grants (e.g. one-time grants. DO NOT include annual operating cash transfer)	
XIII. TOTAL PROJECTED OTHER EXPENDITURES TO BE PAID BY MUNICIPALITY (add lines x. to xii.)	\$ -

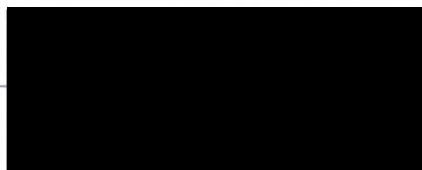
I, Judy Barney, Administrator of
(please print name)

Town of Whitecourt
(name of municipality)

certify that the amounts stated above are the costs expected to be incurred by the municipality in providing the indicated services on behalf of

Town of Whitecourt Library Board
(legal name of library board)

Signature: _____



Date: _____

July 15/25



Direct Payments - Receipts and Disbursements

Costs paid directly by the municipality on behalf of the library board are referred to as direct payments. If the municipality pays costs in addition to its local appropriation to the library board, this form must be completed by a Municipal Administrator. Report only that portion of the municipal expenditure that is paid on behalf of the library board. These figures may be subject to audit. Do not include in kind contributions. The funds in lines i. through xii. should not be included in the library board's financial review. **The amount of local appropriation (annual operating cash transfer from the municipality to the library board) is already recorded in the library board's financial review and should not be included on this form.**

OPERATING EXPENDITURES PAID BY MUNICIPALITY (DIRECT PAYMENTS)		Reporting Period 2024
i.	Library staff (e.g. salaries, wages and benefits. DO NOT include expenditures for municipal staff)	
ii.	Building maintenance (e.g. janitor, supplies, maintenance, repairs)	\$39,730.26
iii.	Insurance	\$4,705.84
iv.	Utilities	\$13,259.32
v.	Audit/financial review	
vi.	Rent (paid to private landlord, not to municipality)	
vii.	Telephone and internet	
viii.	Other (please list - DO NOT include the municipality's library system membership fee/levy)	
IX. TOTAL OPERATING EXPENDITURES PAID BY MUNICIPALITY (add lines i. to viii.)		\$ 57,695.42
Other expenditures paid by municipality		
x.	Municipal staff costs (i.e., if a municipal employee spends a portion of time on library business)	
xi.	Debenture interest and principal	
xii.	Capital or special grants (e.g. one-time grants. DO NOT include annual operating cash transfer)	
XIII. TOTAL OTHER EXPENDITURES PAID BY MUNICIPALITY (add lines x. to xii.)		\$ -

I, Judy Barney, Administrator of
(please print name)

Town of Whitecourt
(name of municipality)

certify that the amounts stated above are the costs expected to be incurred by the municipality
in providing the indicated services on behalf of

Town of Whitecourt Library Board
(legal name of library board)

Signature: _____

Date: July 15/25



Summary of cash receipts and disbursements statement

For the year ended December 31, 2024

	Reporting Period 2024
Total cash receipts for the year (from line 26)	\$511,711.73
SUBTRACT Total cash disbursements for the year (from line 67)	\$531,121.57
Net cash increase or (decrease) from operations	(\$19,409.84)
ADD Total opening cash on hand and in bank (from line 6)	\$55,611.31
TOTAL CLOSING CASH ON HAND AND IN BANK (this should match line 73)	\$36,201.47

Please continue on to page 7 if your municipality made any payments on behalf of the library board.

Please have the Municipal Administrator fill out page 7.



Town of Whitecourt Library Board

CASH DISBURSEMENTS FOR YEAR (cont'd)		Reporting Period 2024
Transfer payments		
56	Transfer to other library boards (Please specify boards: may include transfers to other municipal/intermunicipal library boards or library system boards for the material allotment/levy and other library system charges)	
56a		
56b		
56c		
56d		
56e		
56f		
57	Contract payments to library societies (please list)	
57a		
57b		
57c		
57d		
58	TOTAL TRANSFER PAYMENTS (add lines 56 and 57)	
59	TOTAL OPERATING EXPENDITURE (add lines 31, 34, 49, 55, 58)	\$526,354.41
60	Loan interest and payments	
61	Transfer to other accounts (e.g. capital, operating reserves)	
Capital expenditures		
62	Building repairs and renovations (e.g. roof, carpet, partitions)	
63	Furniture and equipment	\$4,767.16
64	Computer hardware (e.g. desktop computers, printers)	
65	Other (please list)	
65a		
65b		
66	TOTAL CAPITAL EXPENDITURE (add lines 62 to 65)	\$4,767.16
67	TOTAL CASH DISBURSEMENTS (add lines 59, 60, 61, 66)	\$531,121.57

Cash balance at end of reporting year		
68	Cash on hand	
69	Total in current bank accounts	
70	Total in savings accounts	(\$38,989.04)
71	Term deposits	\$66,190.51
72	Other committed funds (e.g. trusts and bequests, reserves, capital)	\$9,000.00
73	TOTAL CASH ON HAND (add lines 68 to 72)	\$36,201.47
74	TOTAL CASH ACCOUNTED FOR (add lines 67 and 73)	\$567,323.04



Town of Whitecourt Library Board

CASH DISBURSEMENTS FOR YEAR		Reporting Period 2024
Staff		
28	Salaries, wages and benefits (incl. WCB, etc.)	\$451,922.14
29	Honoraria (library volunteers)	\$5,433.71
30	Staff professional development (incl. travel and hospitality)	\$7,661.13
31	TOTAL STAFF EXPENSE (add lines 28 to 30)	\$465,016.98
Library resources		
32	Physical materials (incl. periodicals and non-print materials; <u>do not</u> include money transferred to your library system for book purchases, that info goes on line 56)	\$9,176.67
33	Digital resources (i.e., e-content)	
34	TOTAL LIBRARY RESOURCES (add lines 32 and 33)	\$9,176.67
Administration		
35	Audit and/or annual financial review	\$1,500.00
36	Board expenses (incl. honoraria, travel, course and conference fees)	\$1,225.33
37	Equipment rentals and maintenance	\$3,552.73
38	Contracts and fees for services (e.g. bookkeeping, IT services, professional fees)	\$1,225.00
39	Bank charges	\$1,333.05
40	Library and office supplies (incl. binding & repair, printing and copier supplies)	\$4,869.38
41	Association memberships (e.g. ALTA, LAA, AALT)	\$767.99
42	Postage and box rental	\$1,049.23
43	Program expense (incl. publicity/advertising, equipment rental, artist fees)	\$26,210.03
44	Fundraising	
45	Telephone and internet	\$1,012.29
46	Software and licenses (e.g. QuickBooks, Office365 for staff, gate counter software)	
47	GST	\$2,631.51
48	Other expenses (please list)	
48a	net change to payables	\$1,724.22
48b		
49	TOTAL ADMINISTRATION EXPENSE (add lines 35 to 48)	\$47,100.76
Building costs		
50	Insurance	\$5,060.00
51	Janitorial and maintenance (janitorial service/supplies, maintenance and minor repairs to building and grounds)	
52	Utilities	
53	Occupancy costs (e.g. the board's share of utilities/janitorial in joint-use buildings)	
54	Rent	
55	TOTAL BUILDING EXPENSE (add lines 50 to 54)	\$5,060.00



Town of Whitecourt Library Board

RECEIPTS FOR YEAR		Reporting Period 2024
Cash balance at beginning of year, January 1		
01	Cash on hand	
02	Total in current bank accounts	(\$46,236.77)
03	Total in savings accounts	\$50,848.08
04	Term deposits	\$51,000.00
05	Other committed funds (e.g. trust funds and bequests)	
06	TOTAL OPENING CASH ON HAND (add lines 01 to 05)	\$55,611.31
Government contributions		
07	Local appropriation (Cash transfer from your municipality for operations)	\$353,095.00
08	Provincial library operating grant (Do not combine with other provincial funding)	\$66,142.00
Other government contributions		
09	Cash transfer(s) from <u>neighbouring municipality(ies)</u>	\$68,979.00
10	Cash transfer from <u>neighbouring municipality's library board</u>	
11	Cash transfer from <u>library system</u> (e.g. Library Services Grant)	
12	Cash transfer from improvement district/summer village	
13	Cash transfer from school board, FCSS	
14	Employment programs (e.g. Canada Summer Jobs)	
15	Other grants (e.g. recreation board, CFEP, CIP) please list	
15a	<u>Young Canada Works</u>	\$3,991.63
15b		
15c		
Other revenue		
16	Fundraising and donations (e.g. book sales, bequests)	\$6,859.77
17	Friends group donations	
18	Fees and fines	
18a	Card fees (incl. non-resident fees)	\$325.00
18b	Fines (incl. overdue, lost/damaged book reimbursements)	\$2,714.55
19	Program revenue	\$3,930.40
20	Room rentals	\$110.00
21	Other service revenue (e.g. photocopying, faxing, contracts, exam proctoring)	
22	GST refund	\$3,724.38
23	Interest and dividends	\$1,840.00
24	Transfers from reserve accounts	
25	Other income (please list)	
25a		
25b		
25c		
26	TOTAL CASH RECEIPTS (add lines 07 to 25)	\$511,711.73
27	TOTAL CASH TO BE ACCOUNTED FOR (add lines 06 and 26)	\$567,323.04



Financial Review

For the: Town of Whitecourt Library Board
Legal name of library board*

*The name must match the legal library board name on the grant application form

To be completed by the person/firm approved by municipal council as financial reviewer (as per section 6 or 12.2 of the *Libraries Act*), not a library board member or staff member.

Print Name: Shannon Konsmo Professional Corporation, Chartered Professional Accountant

Signature: _____

Date: July 9, 2025



Return this completed form, or financial review, signed by your financial reviewer along with your budget and your signed grant application form by mail or email to:

Alberta Municipal Affairs
Public Library Services Branch
17th Floor, Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4
libgrants@gov.ab.ca

Financial reporting requirements are set out in Sections 6 and 12.2 of the *Libraries Act*:

<https://www.alberta.ca/provincial-public-library-legislation-and-policies.aspx>

2024 Statement of Receipts and Disbursements

Original or emailed copies are accepted

PRESS RELEASE

SEPTEMBER 19, 2025

FIRE RESTRICTION IN EFFECT FOR WHITECOURT

Whitecourt has issued a FIRE RESTRICTION. This is due to continued warm and dry weather conditions. A fire restriction occurs when the fire hazard in the area is high to very high.

- Existing fire burn permits are cancelled, and new permits will not be issued under this order.
- Under this advisory, backyard fire pit and campfires are ONLY permitted in designated fire pits. Extreme caution is advised, and residents should ensure that all fires are supervised and under control at all times.

The fire restriction 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:
Wendy Grimstad-Davidson
Executive Assistant
Town of Whitecourt
wendydauidson@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 22, 2025

2025 MUNICIPAL ELECTION - NOMINATION DAY

The Town of Whitecourt received the following unofficial nominations for the 2025 Municipal Election:

Mayor

Hilts, Ray
Schlosser, Derek

Councillor

Baker, Tara
Braun, Mike
Chauvet, Paul
Geczi, Morgan
Lancot, Braden
Lapointe, Serena
McAree, Bill
Moore, Brigitte
Rennie, Jim
Wynn, Brian

Names are not considered official until Tuesday, September 23 at 12:00 noon.

Information on special ballots, and dates and times for the advance, institutional and general vote will be posted on www.whitecourt.ca/your-town/election.

For more information, please contact:

Marlene Kellier-Pinchbeck
Returning Officer
780-778-2273
election@whitecourt.ca

Tara Gallant
Legislative Manager
Town of Whitecourt
780-778-2273
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 23, 2025****2025 MUNICIPAL ELECTION - NOMINATION DAY**

The list of candidates for the Town of Whitecourt 2025 Municipal Election is official.

Mayor

Hilts, Ray
Schlosser, Derek

Councillor

Baker, Tara
Braun, Mike
Chauvet, Paul
Geczi, Morgan
Lancot, Braden
Lapointe, Serena
McAree, Bill
Moore, Brigitte
Rennie, Jim
Wynn, Brian

Information on special ballots, and dates and times for the advance, institutional and general vote will be posted on www.whitecourt.ca/your-town/election.

For more information, please contact:

Marlene Kellier-Pinchbeck
Returning Officer
780-778-2273
election@whitecourt.ca

Tara Gallant
Legislative Manager
Town of Whitecourt
780-778-2273
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 23, 2025

WHITECOURT TOWN COUNCIL UPDATE

Whitecourt will be applying to the Forest Resource Improvement Association of Alberta for funding for two projects:

- Development of a Wildfire Resilience Toolkit – This will be targeted to developers, builders and homeowners to promote FireSmart principles during permitting and construction phases. The Toolkit will include educational materials, and facilitated sessions.
- Vegetation Management Program – Funding will be allocated to hire the 2026 FireSmart Summer Crew to promote FireSmart principles and complete vegetation management projects in the Centennial Park and Southlands Park area.

A delegation from the Whitecourt/Yubetsu Cultural Exchange presented Council with highlights of their recent trip to Japan. The Whitecourt/Yubetsu Twinning Exchange Program provides residents of both communities the opportunity to immerse themselves in a new culture.

Since 2005, the Government of Alberta has funded the Whitecourt Family Violence Stakeholders group to provide the Family Violence Initiative. It uses best and promising practices to deliver services and supports to prevent and reduce family violence/sexual violence and promote safe, healthy, equitable relationships. The supports the Initiative provides, including a court coordination program for domestic violence cases and the New Hope program, are unique in Alberta in the way the programs work to provide not only support and rehabilitation to the victim, but also to the perpetrator to help end the cycle of family violence. The Town was recently notified that a recent grant request to extend funding for the program was unsuccessful, and that the current funding will expire this month. Whitecourt Town Council has allocated funds from a reserve to continue the program to the end of 2025, and will be advocating to the Province for funding so that the program can continue into 2026.

Whitecourt is applying to the Canada Cultural Spaces Fund for funding a portion of the specialized theatre equipment for the Culture & Events Centre. The equipment will enhance the physical, technological, and safety of the Culture & Events, and create the first fully equipped performance space of its kind in the region.

Council received a letter from a local youth who is learning to drive about painted road markings throughout the community. A letter of response will be sent to the resident regarding current practices and standards.

The Whitecourt Land Use Bylaw has been amended to be compliant with recent legislative changes to the Election Act.

Council has approved a one-year exemption to Sagitawah RV Park's operating season, allowing the Park to operate throughout this winter season (from October 16, 2025 to May 14, 2026). This approval is subject to a number of conditions as part of the Development Permit approval process.

A Special Meeting of Council to discuss the 2026 Budget has been rescheduled to Tuesday, October 7 at 4:00pm.

Council has adopted a new personnel policy manual.

Whitecourt Town Council is currently recruiting for members on the following Council Committees:

- Communities in Bloom;
- Community Services Advisory Board;
- Economic Development Committee;
- Health Professionals Attraction and Retention Committee;
- Municipal Planning Commission;
- Town of Whitecourt Library Board;
- Youth Advisory Board (deadline to apply to this Board is October 9, 2025).

For details and a copy of the application form visit our [website](#). The deadline to apply is October 20, 2025.



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

Phone / 780.778.2273 Fax / 780.778.2062

www.whitecourt.ca

Council has adopted a new Procedure Bylaw that aligns Town meeting processes with recent changes to the Municipal Government Act.

Council has scheduled a workshop for September 29 to discuss the impact recent changes to the Municipal Government Act will have on Intermunicipal Collaboration Frameworks.

Council has approved street closures for the Chamber of Commerce Santa Claus Parade on November 15 and the Christmas Is For Kids event on November 29. Details on road closures will be posted closer to the event dates.

Council has approved a request from the Whitecourt Mountain Bike Association to utilize the \$150,000 matching contribution for the road access and parking, and that any remaining funds be used for the skills park and trail development on a 50/50 matching basis.

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



PRESS RELEASE

SEPTEMBER 26, 2025

WHITECOURT TRANSIT WILL BE RE-ROUTED FOR SEPTEMBER 30 NATIONAL DAY FOR TRUTH & RECONCILIATION EVENT

Please plan and prepare for re-routing of Whitecourt Transit on Tuesday, September 30. The bus route in the downtown area between 10:45am and 12:45pm will be detoured due to a local event marking National Day for Truth and Reconciliation and Orange Shirt Day.

The Whitecourt Indigenous Friends Society is hosting the event which will start at 10:30am in Festival Park. The event includes a walk that will start in Festival Park at 11:00am, and will proceed along the usual parade route through downtown and back to the Park. Speeches, a bbq and performance are also scheduled until 1:00pm as part of the recognition event.

Transit users should be aware of the following:

- Between the hours of 10:45am and 12:45pm, the bus will travel its regular route and schedule except for in the downtown core.
- There will be no drop off or pick up at the following stops between 10:45am and 12:45pm on Tuesday, September 30 due to road closures:
 - Bus Stop #3 located at 51 Street near the Home Hardware Building Centre;
 - Bus Stop #4 located at the corner of 51 Street and 51 Avenue;
 - Bus Stop #5 located in Festival Park;
 - Bus Stop #6 located at the corner of 49 Street and 52 Avenue (Midtown Mall);
 - Bus Stop #23 located at the corner of 48 Street and 50 Avenue;
 - Bus Stop #24 located at the corner of 50 Street and 50 Avenue;
 - Bus Stop #25 located on 51 Street near the 7-11.

Transit users are asked to use other bus stops in the area, including Bus Stops 7, 21, 22 and 26. A temporary Bus Stop will also be set up on 49 Avenue near Canadian Tire (a temporary sign will be posted noting Bus Stop 3A at the pick up/drop off location). Whitecourt Transit appreciates your cooperation and understanding.

Motorists are advised that streets in the downtown area will be closed temporarily from 11:00am to 12 noon for the National Day for Truth and Reconciliation event.

For more information on the event, hosted by the Whitecourt Indigenous Friendship Society, please visit the [Society's Facebook page](#).

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

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 Boardroom) -	16	17	18	19	20
21	22 4:00pm Council (FIC) - Wendy Davidson	23	24	25	26	27
28	29 1:00pm Council Workshop (Large) 2:30pm Whitecourt Regional Landfill 3:00pm Whitecourt	30 10:30am National Day for Truth & Reconciliation (Festival Park/Downtown) -	Oct 1	2	3	4

October 2025

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 28	29	30	Oct 1	2	3	4
5	6	7 1:30pm ICF Committee Update (Large Boardroom) - Tara 4:00pm Special Meeting of Council - 2026	8	9 8:30am ICF Meeting (Council Chambers - Whitecourt) - Tracy Mindus	10	11
12	13	14 8:30am CRAA Executive Bi-Weekly Meeting (Microsoft Teams) 4:00pm Council (FIC) - Wendy Davidson	15 1:00pm Whitecourt Regional Landfill Q&A (Whitecourt Fire 2:00pm Whitecourt Regional Solid Waste	16	17	18
19	20	21 1:30pm Canceled: Economic Development Committee Regular Meeting (Town Large	22	23	24	25
26	27	28	29	30	31	Nov 1

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	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 5:30pm Coaches Week - DS (AJMC)	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) 12:00pm FireSmart Working Group (TB) 4:00pm YAC (SL, DS)	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 1:30pm SVL Birthdays (DS)	27
28	29 2:30pm Landfill (TP, PC, BL) (Town Office)	30	Oct 1	2	3	4

October 2025

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 28	29	30	Oct 1	2	3	4
5	6	7 1:30pm ICF Committee Update (TP, DS, SL) (Town Office) 4:00pm Special Budget Meeting (FIC)	8	9 8:30am ICF Committee Meeting (TP, SL, DS) 4:00pm MPC (BL, DS) 4:30pm Manor Thanksgiving - DS	10	11
12	13	14 4:00pm Council Meeting (FIC) 6:00pm Community Services Advisory Board (DS) (AJMC)	15 2:00pm WRSMA (TP, PC, BL)	16 1:00pm CFYE (SL)	17	18
19	20	21	22 Chamber Economic Forum 1:00pm Ec Dev Forum (St. Jo's)	23 4:00pm MPC (BL, DS)	24 8:30am Council Orientation (FIC Classroom)	25 10:00am Swearing In Ceremony (FIC Chambers)
26	27 8:30am Council Orientation (Town Office Large Board) 4:00pm Council Meeting (FIC)	28	29	30	31	Nov 1