

MINUTES OF THE REGULAR COUNCIL MEETING OF THE TOWN OF BONNYVILLE IN THE PROVINCE OF ALBERTA HELD AT THE TOWN HALL ON TUESDAY, OCTOBER 24, 2017 COMMENCING AT 6:00 P.M.

PRESENT

Mayor Gene Sobolewski, Councillors: Lorna Storoschuk, Ray Prevost, Rene Van Brabant, Elisa Brosseau, and Chad Colbourne

REGRETS

Councillor Elect Brian McEvoy

STAFF

Mark Power, Chief Administrative Officer, Bill Rogers, Assistant Chief Administrative Officer, Renee Stoyles, Director of Finance, Katherine Currie, Director of Planning and Development, David Beale, FCSS, and Tracy Ghostkeeper, Executive Assistant

PRESS

Chris Hunter, Country 99
Jenna Colbourne, Lakeland Connect
Josh Thomas, Bonnyville Nouvelle

GUESTS

Jay Melvin – Bonnyville Regional Fire Authority
Morris Mickalyk
Barry Warden

REGULAR MEETING OF COUNCIL

Mayor Sobolewski called the Regular Meeting of Council to order at 6:12 p.m.

ADOPTION OF AGENDA OF REGULAR COUNCIL MEETING – October 24, 2017

- 285 **Moved by Councillor Chad Colbourne** that the agenda for the October 24, 2017 Regular Council meeting be adopted as presented.

CARRIED

ADOPTION OF MINUTES OF REGULAR COUNCIL MEETING – October 10, 2017

- 286 **Moved by Councillor Elisa Brosseau** that the minutes of the October 10, 2017 Regular Council meeting be adopted as presented.

CARRIED

SUBDIVISION APPROVING AUTHORITY

- 287 **Moved by Councillor Rene Van Brabant** that Council adjourn the Regular Meeting of Council and go into the Subdivision Approving Authority meeting.

Time: 6:13 p.m.

CARRIED



**SUBDIVISION APPROVING
AUTHORITY**

- 288 **Moved by Councillor Elisa Brosseau** that Council adjourn the Subdivision Approving Authority meeting and return to the Regular Meeting of Council.

Time: 6:15 p.m.

CARRIED

FINANCE

**Request for Decision –
September Bank
Reconciliation**

Renee Stoyles, Director of Finance presented the September Bank Reconciliation.

- 289 **Moved by Councillor Lorna Storoschuk** that Council accept the September Bank Reconciliation for information.

CARRIED

**Request for Decision –
September Financial Report –
Capital**

Renee Stoyles, Director of Finance presented the September Financial Report - Capital

Brad Trimble, Assistant Public Works Director, entered the meeting at 6:19 p.m.

- 290 **Moved by Councillor Chad Colbourne** that Council accept the September Financial Report – Capital for information.

CARRIED

**Request for Decision –
September 2017 Financial
Report - Operating**

Renee Stoyles, Director of Finance presented the September 2017 Financial Report - Operating

- 291 **Moved by Councillor Rene Van Brabant** that Council accept the September Financial Report – Capital for information.

CARRIED

**Request for Decision – Tax
Penalty Cancellation**

Renee Stoyles, Director of Finance, stated that an application to waive tax penalty fees was received for a property in the Town of Bonnyville. \$1,000.00 was paid in November 2016, with the remaining due on or before June 30, 2017. The taxes were paid on July 2nd 2017.

Councillor Prevost requested clarification on when the payments were made.

Renee Stoyles, Director of Finance, clarified that the first payment of \$1,000.00 was made in November 2016, and the remaining balance paid on July 2, 2017.



**Request for Decision – Tax
Penalty Cancellation**

Councillor Brosseau requested if there was an amount still owed on the tax bill.

Mark Power, CAO, stated that it would have been around \$1,000.00.

**Request for Decision – Tax
Penalty Cancellation**

- 292 **Moved by Councillor Ray Prevost** that Council deny the request to cancel the penalty for Roll#00177000 due to the precedent that it would set.

CARRIED

BUDGET

**2018 Draft 1 Operational
Budget**

Renee Stoyles, Director of Finance, presented Draft 1 of the Operational Budget for Council Review. She noted that there is a deficit of \$979,230.00 in this first draft. This is mostly due to decreased revenue in the amount of \$1,028,186.00 and that expenses have increased by \$48,957.00.

Mayor Sobolewski stated that if anyone has further questions, they can bring them forward to Administration.

Mark Power, CAO, stated that he is confident that Council will have more questions regarding budget. Should Council wish, each department can go through each budget individually at a future date. The area Highlighted in pink on the spreadsheet identifies options of ways to balance the budget. He also stated that for anything new in the budget, there is a Project worksheet that will explain what the expense is for. Some things to note are that a budget must be passed by December 31 and Council cannot pass a deficit budget.

Mayor Sobolewski stated that some of the things he would like to highlight would be looking at reducing the contribution to Galas, donations to Community groups etc. by \$55,000.00, and how some of these groups may be affected. He also asked about the cutback for the landfill liability, which he understands can be caught up in future years; however he questioned if the Auditor was going to have an issue with that.

Renee Stoyles, Director of Finance, replied that last year the Town took funds from the Landfill Reserve and there is still enough in that Landfill Reserve to cover 2018, if we need it.

Councillor Prevost wanted to mention that with the reduction of contributions to Galas and Community groups, Council needs to keep in mind that these events are all local and they support a lot of not for profit groups in our community, that if they do not receive money from these events, they may approach the Town directly for funds.



**2018 Draft 1 Operational
Budget**

Councillor Colbourne asked if we do not raise the property taxes then we have to find \$153,000.00 somewhere else.

Mayor Sobolewski explained that if we do not raise taxes by 2% we would need to find the difference of \$76,000.00.

Councillor Colbourne asked when the last time the Town raised taxes.

Mark Power, CAO, stated he believed it was a couple years but he would find out for sure.

Councillor Brosseau asked what the total budget for the Gala's and Donations to community groups was.

Renee Stoyles stated that is was \$55,000.00. So it would mean cutting the whole amount.

Mark Power, CAO, stated that what happens is, if mid-year, it looks like that account is going to be over budget, Administration will bring it to Councils attention, and at that time Council can decide if they would like to make cuts or add additional funds from somewhere else.

**2018 Draft 1 Operational
Budget**

293 **Moved by Councillor Elisa Brosseau** that Council accept the preliminary numbers of the 2018 Operational Budget and set the date of December 5, 2017 for the Budget Open House.

CARRIED

2018 Draft 1 Capital Budget

Mark Power, CAO, presented the 2018 Draft 1 Capital Budget. He stated that with the Capital we budget long term up to 2026. For this budget, everything that was not completed or will not be completed this year was moved to next year's budget, new projects were added that have been identified as priority. He stated that the first draft has a huge deficit, as it always does. Over the past several years we have been the beneficiaries of an economy that allowed us to transfer a significant amount of money from Operating into Capital. He also stated that because of that, over the past 2 or 3 years the Town has been able to hold the tax increase to zero, we have depleted that transfer to the point where it is down to \$270,000.00, over and above the Equipment Replacement amount. He stated that the Capital budget is for big ticket items, such as replacement of equipment and money sits there until that equipment is needed, some equipment like lawn mowers are budgeted so many per year to be replaced. This will be going to re-tender again in the spring, and if the pricing has gone down, the job can be done first thing in the spring.



2018 Draft 1 Capital Budget

Mark Power, CAO, stated that there are a few other things, such as the resurfacing of the tennis courts/pickle ball courts that have been carried over, we have also identified a number of playground upgrades for next year, mostly in Caouette Park. When it comes to playground structures, they should be replaced about every 10 years. There is a new line item in the future years under parks that will allow us to replace equipment every year starting in 2019.

Brad Trimble, Assistant Public Works Director, added that we have our own staff that are certified to do inspections.

Mark Power, CAO, also stated that the Walking trail upgrades could cost anywhere from \$20,000.00 to \$1.5 million to upgrade, and the Town is working with the Beaver River Watershed Alliance on this.

Mayor Sobolewski wanted to know about obtaining Ducks Unlimited approval because he suspects the government will have an issue with disturbing the wild life around the trail. He suggested setting up a meeting with Ducks Unlimited to obtain their input and see if they would like to take this on as well.

Mark Power, CAO, noted that the Library expansion that was identified in 2018, \$1.5 million, is still on the budget. He also stated that 47 Street is being broken down into 2 sections, the worst section, 50th Street to 48th Street has been identified at \$2 million, and the remaining section identified at \$1.6 million.

Mark Power, CAO, also noted that grant funding will be dropped due to the census numbers.

Mayor Sobolewski asked what was allocated for 2018 for the Pool, and if there was anything saying that the asset life is done.

Bill Rogers, ACAO, noted that the should/must do's are on the radar for the pool. They are carrying over the \$180,000.00 to next year for the roof, plus another \$500,000.00 to do must do items at the pool.

Mayor Sobolewski stated the work done 2017, 2018, 2019 should prolong the life of the pool.

Bill Rogers, ACAO, noted that the engineers could not find any structural problems at the pool. A lot that was done this year went to digital controls for heat and water heating systems.

Councillor Colbourne asked what has been the cost of upgrading and repairing the pool over the last 10 years.



2018 Draft 1 Capital Budget

Mark Power, CAO, stated that he will get him the answer to that question, as the majority of the work started approximately 2 years ago.

Councillor Prevost noted that the major cost will be in 2021, four years from now, so there is a lot of time to revisit the issue.

Councillor Colbourne stated that the Downtime at the pool has been significant, and asked how much time in total.

Bill Rogers, ACAO, stated that this year the upgrades could not be done while there was water in the pool, so the downtime this year is increased from previous years.

Mayor Sobolewski asked if the Library expansion of \$1.5 Million has to be done in 2018. He wanted to know if this could be deferred for a year or two.

Councillor Brosseau stated that she would like to see the expansion of the Library go ahead in the near future.

2018 Draft 1 Capital Budget

294 **Moved by Councillor Ray Prevost** that Council accept the 2018 Draft 1 Capital Budget for information.

CARRIED

BUSINESS

Request for Decision – Request for Transfer of Development Permit Fee

Katherine Currie, Director of Planning and Development, presented a request received to transfer a permit fee from a previous sign permit application to a new application. In 2014 an application was submitted for an LED sign addition which was not completed and the permit was voided as per the Land Use Bylaw requirements when work is not commenced. On August 14, 2017 the company applied for the portable temporary sign, the permit fee was paid and the application was processed with the permit for the sign being issued with conditions on September 4, 2017. On September 27, 2017 a second application was received from the company for a permanent changeable letter sign that would be mounted on the current sign structure. At the time of drop of, the request was made to see if the permit fee from the temporary portable sign could be used for the new sign application.

Mayor Sobolewski stated that he didn't agree that because they didn't decide to do the permanent sign before and now because the file is closed two months later, they now have to pay another application fee.



**Request for Decision –
Request for Transfer of
Development Permit Fee**

Katherine Currie stated that she had been following up with them since the original 2014 application about this sign.

**Request for Decision –
Request for Transfer of
Development Permit Fee**

- 295 **Moved by Councillor Elisa Brosseau** that Council refuse the request for a transfer of the permit fee for Sign Application 035035-17-D0116 to the new application fee due to the former application having been accepted as complete and a decision of the Development officer was issued on the application.

CARRIED

**Request for Decision – Letter
of Support – Blue Quills**

Administration received a request for a letter of support for Indigenous Language Programs at Blue Quills.

**Request for Decision – Letter
of Support – Blue Quills**

- 296 **Moved by Councillor Lorna Storoschuk** that Council provide a letter of support to Aboriginal Affairs for Blue Quills application for interim funding for Indigenous Language Programs as noted.

CARRIED

Committee Reports

Councillor Lorna Storoschuk

Councillor Storoschuk attended the Grand Opening at the Bonnyville and District Daycare, where Danielle Larivee, Minister of Children's Services was present to cut the ribbon. She also attended the Historical Society meeting, the unveiling of the Canada 150 Mosaic at the Centennial Centre and the CNRL 12th Annual Steak & Shrimp Dinner/Dance Fundraiser.

Councillor Chad Colbourne

Councillor Colbourne attended the Grand Opening at the Bonnyville and District Daycare, the unveiling of the Canada 150 Mosaic at the Centennial Centre, and the Business Support Network Meeting at the Chamber of Commerce.

Mayor Gene Sobolewski

Mayor Sobolewski attended a Regional Opportunities meeting with officials regarding the ID 349. He also attended the Business of the Year Awards in Cold Lake, and the Grand Opening at the Bonnyville and District Daycare Centre. Mayor Sobolewski also attended the Unveiling of the Canada 150 Mosaic, and he would like to have a large scale copy to have for the new town office. Mayor Sobolewski also attended the CNRL 12th Annual Steak & Shrimp Dinner/Dance Fundraiser, and meeting with the M.D. of Bonnyville and Elizabeth Metis Settlement regarding Opportunities and partnerships.

Councillor Elisa Brosseau

Councillor Brosseau attended the Grand Opening at the Bonnyville and District Daycare Centre, and the CNRL 12th Annual Steak & Shrimp Dinner/Dance Fundraiser.



Councillor Rene Van Brabant

Councillor Van Brabant attended the Business of the Year Awards in Cold Lake.

Councillor Ray Prevost

Councillor Prevost attended a meeting with regards to the ID 349, the Business of the Year Awards and he also attended the unveiling of the Canada 150 Mosaic, which he says speaks volumes to the history of Bonnyville and also thinks it should be displayed in the new Town Hall. Councillor Prevost also attended the CNRL 12th Annual Steak & Shrimp Dinner/Dance Fundraiser.

CORRESPONDENCE AND INFORMATION

**Invitation – Bonnyville
Pontiacs Corporate
Appreciation Evening –
November 12, 2017**

An invitation was received by Administration for a Corporate Appreciation Evening hosted by the Bonnyville Pontiacs.

Councillor Colbourne stated he was at the Pontiacs office, and this event may not be a go.

Mayor Sobolewski stated that as there is an expense attached to this, and it would be nice for the Pontiacs not to have to spend that money. He suggested continuing attending the games, but politely decline the invitation, thanking them for the invitation and letting them know that their appreciation is fully acknowledged.

Council was in agreement.

**Letter – Alberta Used Oil
Management Association**

A letter was received from Alberta Used Oil Management Association with an update on the financial situation and the challenges they are facing.

**Proclamation – Family
Violence Prevention Month –
November 2017**

A request for a Proclamation was received to proclaim November 2017 Family Violence Prevention Month by Council.

Mayor Gene Sobolewski proclaimed the month of November 2017 to be Family Violence Prevention Month in the Town of Bonnyville.

**Husky Oil Caribou Lake
Thermal Demonstration
Project**

Administration received an update on where the Husky Oil Caribou Lake Thermal Demonstration Project is with regards to their applications.

QUESTIONS

Councillor Van Brabant received a call from the Chamber of commerce regarding a meeting with Businesses, Chamber of Commerce, and Council to discuss any issues Council may have with the Chamber of Commerce.



IN CAMERA

- 297 **Moved by Councillor Rene Van Brabant** that Council adjourn the Regular Meeting of Council and go In Camera, pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000.

Time: 8:02 p.m.

CARRIED

IN CAMERA

- 298 **Moved by Councillor Ray Prevost** that Council adjourn In Camera and return to the Regular Meeting of Council.

Time: 8:55 p.m.

CARRIED

ADJOURNMENT

- 299 **Moved by Councillor Rene Van Brabant** that the Regular Meeting of Council be adjourned.

Time: 8:55 p.m.

CARRIED

ADOPTION OF MINUTES

Minutes read and adopted this 14th day of November, 2017.



Mayor



Chief Administrative Officer