

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE TOWN OF BONNYVILLE IN THE PROVINCE OF ALBERTA HELD AT THE TOWN HALL ON TUESDAY, NOVEMBER 27, 2018 COMMENCING AT 6:00 P.M.**

---

**PRESENT**

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

**STAFF**

Mark Power, CAO, Bill Rogers, ACAO, Renee Stoyles, Director of Finance, Katherine Currie, Director of Planning and Development, Brad Trimble, Director of Public Works and Tracy Ghostkeeper, Executive Assistant

**PRESS**

Robynne Henry – Bonnyville Nouvelle  
Mike Marshall – Country 99  
Michael Menzies – Lakeland Connect  
Kyle Moore - KOOL

**GUESTS**

Ben Fadeyiw  
Jay Melvin – Deputy Fire Chief

**REGULAR MEETING OF COUNCIL**

Mayor Gene Sobolewski called the Regular Meeting of Council to order at 6:00 p.m.

**ADOPTION OF AGENDA OF REGULAR COUNCIL MEETING – November 27, 2018**

318 **Moved by Councillor Ray Prevost** that the agenda for the November 27, 2018 Regular Council meeting be adopted with the following addition:

7. d) Request for Decision – Director of Emergency Management Appointment

**CARRIED**

**ADOPTION OF REGULAR COUNCIL MEETING MINUTES – NOVEMBER 13, 2018**

319 **Moved by Councillor Lorna Storoschuk** that the minutes of the November 13, 2018 Regular Council meeting be adopted as presented.

**CARRIED**

**MUNICIPAL PLANNING COMMISSION**

320 **Moved by Councillor Elisa Brosseau** that Council adjourn the Regular Meeting of Council and go into the Municipal Planning Commission meeting.

Time: 6:01 p.m.

**CARRIED**



**MUNICIPAL PLANNING  
COMMISSION**

- 321 **Moved by Councillor Ray Prevost** that Council adjourn the Municipal Planning Commission meeting and go into Regular Meeting of Council.

Time: 6:04 p.m.

**CARRIED**

**FINANCE**

**October 2018 - Financial  
Report – Operating**

Renee Stoyles, Director of Finance, presented the October 2018 Financial Report – Operating to Council for information.

- 322 **Moved by Councillor Chad Colbourne** that Council accept the October 2018 Financial Report – Operating, for information.

**CARRIED**

**October 2018 Financial Report  
– Capital**

Renee Stoyles, Director of Finance, presented the October 2018 Financial Report – Capital to Council for information.

- 323 **Moved by Councillor Chad Colbourne** that Council accept the October 2018 Financial Report – Capital, for information.

**CARRIED**

**Bank Reconciliation – October  
2018**

Renee Stoyles, Director of Finance, presented the October 2018 Bank Reconciliation to Council for information.

- 324 **Moved by Councillor Chad Colbourne** that Council accept the October 2018 Bank Reconciliation for information.

**CARRIED**

**Tax Sale Listing Reserve Bid  
and Auction Date**

Renee Stoyles, Director of Finance, presented the list of six properties that have not paid their property taxes and are on the tax recovery arrears list. She stated that numerous letters, reminder notices and current tax notices have been sent to the property owners and they have not resulted in payment of the property tax arrears. Administration is requesting the date of the sale to be March 27, 2019, due to advertising requirements.

Councillor Prevost asked if the resident is taken off the list if they pay a portion of the taxes before the sale.

Renee Stoyles, Director of Finance, stated that the residents on the list can pay their taxes before the sale and be removed, however, it must be the full amount of the arrears otherwise they remain in tax recovery and will stay on the list.



**Tax Sale Listing Reserve Bid  
and Auction Date**

325 **Moved by Councillor Rene Van Brabant** that Council set a reserve bid for the properties as per the listing, condition of the sale be cash, certified cheque or bank draft and a public auction be held on March 27, 2019 for the properties as per the listing and direct the Chief Administrative Officer to carry out the auction on the specified date.

**CARRIED**

**Memorandum – Acceptance of  
Payments via Credit Card and  
Interac E-Transfer**

Renee Stoyles, Director of Finance, presented a memorandum to Council advising that the Town of Bonnyville now accepts payments via Credit Card through the PayTM App for Smart Devices. There is no charge to the resident or the Town for using this service. It was also noted that with the change to ATB Financial the Town of Bonnyville can now accept payments through Interac E-Transfer as well. Advertisements stating the new payment methods and instructions on how to use the new PayTM will be going out to residents in next months water bills.

**BUDGET**

**2019 Draft 2 Operational  
Budget**

Renee Stoyles, Director of Finance, presented Draft 2 of the Operational Budget. Changes from Draft 1 include:

**General Municipal**

- 2% tax dollar increase

**General Government Services**

- Increase in Tax Penalty Revenue of \$75,000 based on Prior Year Actuals
- Increase in Advertising Expense of \$13,650 to include Boom and Lakeland Connect Interviews and contract Social Media

**Council**

- Increase in Elected Official Salaries Expense of \$23,189 to include the Aquatic Committee Meetings, Boom Interviews and Increased Meeting Activity due to Waterline, Etc.
- Increase in Volunteer Honorariums Expense of \$5,000 to include Aquatic Committee
- Increase in Council Mileage & Subsistence Expense of \$600 to include Boom Interviews
- Increase in Receptions & Public Relations Expense of \$7,500 to include extra for RMH Winter Wonderland and Oil & Gas Show

**Administration**

- Increase in Tax Certificate Revenue of \$10,000 based on Actual Activity
- Increase in Bank Interest Revenue of \$155,000 due to Transition of Bank Account to ATB



## **2019 Draft 2 Operational Budget**

- Decrease in Casual Wages Expense of \$10,000 for Census Summer Student as Census has been deferred to 2020
- Increase in Building Repair & Maintenance Expense of \$12,500 based on New RCMP Station Costs
- Decrease in Insurance Expense of \$4,123 due to Demolition of Old Town Administration Office
- Decrease in Census Expense of \$25,000 due to Census Deferred to 2020
- Decrease in Contribution to Capital Reserve Expense of \$30,000 as Administration Office is New

### **Police**

- Decrease in Lease Rental Revenue of \$18,231 due to Municipal Contingent of Members Increased
- Increase in Contracted Costs Expense of \$50,000 due to the Request of an Additional Member
- Decrease in Service Agreements Expense of \$2,925 based on Agreements

### **Fire**

- Increase in Contribution to Capital Reserve Expense of \$95,209 to compensate for the increased cost of Equipment

### **Bylaws**

- Increase in Associations Fees & Subscriptions Expense of \$10,800 to include Software Licenses and Radio Channel for CPO

### **Roads, Streets Walks and Lighting**

- Increase in Contribution to Capital Reserves Expense of \$47,903 to compensate for the increased cost of Equipment

### **Airport**

- Decrease in Local Government Revenue of \$2,911 to reflect 50% of 2019 Deficit
- Increase in Power Expense of \$1,650 to include new Powered Parking Stalls for ½ year

### **Water**

- Increase in Fixed Charges Revenue of \$7,728 to include a 2.2% rate of inflation increase
- Increase in Sales Revenue of \$43,474 to include a 2.2% rate of inflation increase
- Increase in Debenture Interest Expense of \$50,468 to include one payment for Regional Waterline Debenture
- Increase in Debenture Principal Expense of \$54,017 to include one payment for Regional Waterline Debenture



## **2019 Draft 2 Operational Budget**

### **Sanitary Sewer**

- Increase in Fixed Charges Revenue of \$2,576 to include a 2.2% rate of inflation increase
- Increase in Sales Revenue of \$14,492 to include a 2.2% rate of inflation increase

### **Sewer Disposal**

- Increase in Disposal Sales Revenue of \$35,000 due to increase lagoon activity

### **Solid Waste**

- Increase in Collection Fixed Charges Revenue of \$4,261 to include a 2.2% rate of inflation increase
- Increase in Recycling Fixed Charges Revenue of \$8,068 to include a 2.2% rate of inflation increase
- Increase in Recycling Costs Expense of \$10,024 due to annual Recycling Contract Increase

### **Economic Development**

- Increase in Advertising Expense of \$3,500 to include full cost of FOT, Canada Day, Etc. that was previously billed through Alberta's DMO which is a service that has been discontinued

### **Parks**

- Increase in Power Expense of \$600 to include power for Aerator at Jesse Lake
- Decrease in Contribution to Capital Reserves of \$4,033 due to items fully contributed but not required in 2019

### **Library**

- Increase in Northern Lights Library System Expense of \$513 due to an \$0.08 cent per capita increase

### **Contingency**

- Increase in Drawn from Operating Function Revenue of \$324,900 to balance the 2019 Operating Budget

Some options from Administration for deficit reduction are:

- Cancelled Admin Transfer for new Building \$30,000
- Move Census to 2020 \$35,000
- Increase Water, Sewer and Garbage = 2.2%\$30,400
- Raised Property Taxes by 2% \$156,900

### **Options Included for Consideration for the 2019 Operating Budget:**

Cancel FCM Conference \$15,000  
Reduce Advertising to Current +5% (No additional Interviews or Social Media) \$13,650  
Move EOC Equipment to 2020 \$5,000



## **2019 Draft 2 Operational Budget**

Keep RCMP Establishment @ 13 Members for Lease & O&M \$6,450  
Reduce Contributions to Organizations up to \$56,500  
Reduce or Cancel Annual Equipment Replacement Transfer up to \$427,590  
Cancel or Reduce SPCA Contribution up to \$50,000  
Eliminate Annual Lagoon Contribution to Reserve \$30,000

Extensive discussion ensued.

Council agreed to use a 0% Tax Increase and prepare a Budget Draft for the Open House that eliminates the contribution to reserves for Lagoon dredging for now, defers the EOC Equipment until 2020, and reduces the payment to reserves for equipment replacement by \$115,000.00.

## **2019 Draft 2 Capital Budget**

Renee Stoyles, Director of Finance, presented Draft 2 of the Capital Budget. She stated that at this time, Administration is forecasting a deficit in the amount of \$337,740.00. Administration is anticipating \$1,436,779.00 in Provincial Grant funds, \$3,760,906.00 from the ID 349 Agreement and \$1,775,075.00 uncommitted funds from the MD's Inter-Municipal Cooperation Program.

In addition to the above, Administration is recommending and has made the following changes from Draft 1:

- \$25,000 has been added for the Contribution of the Ambulance Purchase to be funded from Reserve
- \$827,569 has been carried forward for the completion of the 51 Avenue Project
- \$3,189,479 has been included to Revenue for the Projects that are being carried over from 2018 to be funded from Reserve
- \$950,000 has been added to Public Works Infrastructure Projects for Priority Projects based on the Linear Capital Infrastructure Plan
- \$13,500 has been added to Airport Department for Customer Parking Vehicle Plug Ins
- The Regional Waterline Carry Over Costs have been updated based on revised project costs for a total carry over of \$5,443,900
- \$30,000 has been added for the Co-Funding of the Aquatics Centre Feasibility and Visioning Study
- \$30,000 has been added for a New Compressor at the Curling Club and the \$700,000 for Plant Replacement/Upgrades has been eliminated as per the Curling Club
- The Cosmetic Upgrades to the FCSS building have been deferred for one year



## 2019 Draft 2 Capital Budget

The following projects are still requiring cost estimates and will be included in the next draft of the budget:

- Airport Redevelopment Plan for 2019
- Re-Connecting Existing Customers on the WTP Line for 2020
- Cosmetic Upgrades to the FCSS Building for 2020
- Trail Upgrades for 2019
- Permanent RV Park by Ball Diamonds 2026 and beyond

This 2019 Capital Budget includes the long-range capital priority plan that was developed over the past few years as part of our requirements under the new Municipal Sustainability Initiative along with the new projects identified over the course of 2018.

Mark Power, CAO, added that at the Airport Committee meeting the Committee passed a motion recommending that both the Town of Bonnyville and the M.D. of Bonnyville Council's move forward with phased improvements at the Airport at a cost of \$600,000.00 split 50/50 between the two municipalities.

Mayor Sobolewski asked about the budget allocated for the swimming pool, and that since we are having a Feasibility and Visioning study done to have a new pool put in at the C2, do we need to have that large of a budget for improvements to the existing pool building. He also noted that there is probably going to be a request coming forward for us to work with the Arts. We may want to at least allocate some funds, approximately \$30,000.00 into the Budget, to be able to undertake a feasibility study for the Arts.

Bill Rogers, ACAO, stated that Administration is hopeful that the upcoming study will help determine the future of the existing pool and how much work should be done to it. Administration will have more clarity in the spring once the study is complete.

Mark Power, CAO, added that the 'must do's' are now complete and we are working on the 'should do's'.

Councillor Van Brabant stated that he would like to see the 'should do's' done and the remaining balance go into reserves for the new pool.

Councillor Brosseau stated that everything is still in the "what if" stage and she would hate for us to bank on the new pool, as the feasibility study can still come back stating that it is not a viable idea to put a new pool at the C2.

A handwritten signature in black ink, appearing to be 'MP' or similar initials, located in the bottom right corner of the page.

## 2019 Draft 2 Capital Budget

Mayor Sobolewski stated that we would go forward with the Arts feasibility and identify it in the Open House Draft of the Budget and go forward and present it to the public.

## BUSINESS

### Northern Lights Library System – Levy Increase

Administration received a letter dated November 15, 2018 from Larry Tiedemann, Chairman of the Northern Lights Library System Board advising that at their November 3, 2018 meeting their 2019 Budget was approved, which includes a rate increase of \$0.08 per capita for municipalities and \$0.08 per capital for the Library Board, which is passed on by our local Library Board to the Town in our annual budget.

Upon approval of this increase the Town of Bonnyville's contribution will increase from \$32,560.00 per year to \$33,048.00 and there is a corresponding (same amount) increase in the local library budget to cover this.

- 326 **Moved by Councillor Ray Prevost** that Council approve the proposed Northern Lights Library Board levy increase of \$0.08 per capita for municipalities and \$0.08 per capita for the Library Board.

### CARRIED

### Cancellation of December 25, 2018 Regular Council Meeting

Historically, Council has cancelled the second Regular Council meeting in December due to the Christmas holidays.

- 327 **Moved by Councillor Chad Colbourne** that Council cancel the Regular Council Meeting of December 25, 2018 and direct Administration to advertise the meeting will be cancelled.

### CARRIED

### Memorandum – Business Licensing – Economic Development Report

Renee Stoyles, Director of Finance presented a revised and condensed report listing Businesses in Bonnyville by type and number.

### Director of Emergency Management Appointment – WALK ON

With the upcoming retirement of the current Director of Emergency Management for the Town of Bonnyville, Brian McEvoy, the position needs the New Regional Fire Chief Jay Melvin be appointed to it, effective December 1, 2018.

- 328 **Moved by Councillor Brian McEvoy** that Council approve the appointment of Jay Melvin as the Director of Emergency Management for the Town of Bonnyville as of December 1, 2018.

### CARRIED

Brad Trimble, Director of Public Works, left the meeting at 7:18 p.m.





Ben Fadeyiw, Fire Chief Jay Melvin and Director of Planning and Development Katherine Currie left the meeting at 7:21 p.m.

## **COMMITTEE REPORTS**

### **Councillor Brian McEvoy**

Councillor McEvoy attended the Zone II Regional Council Metis Week Luncheon, the Bonnyville 911 Open House 2018 and the Regional Airport Committee meeting.

### **Councillor Lorna Storoschuk**

Councillor Storoschuk attended the Zone II Regional Council Metis Week Luncheon, the Bonnyville Municipal Library Board meeting, the Bonnyville 911 Open House 2018 and brought Greetings on behalf of the Town at the Lakeland Women's Conference 2018. She also attended a Bonnyville & District Historical Society meeting and an FCSS (Family & Community Support Services) Board meeting.

### **Councillor Chad Colbourne**

Councillor Colbourne attended a Bonnyville Chamber of Commerce meeting, the Bonnyville Health Auxiliary Strawberry Tea at the Bonnylodge and a lunch with Kehewin Cree Nations Councillors Sheldon Youngchief, Ben Badger and Greyeagle Cardinal. He also attended a Ronald McDonald House Charities meeting regarding the Winterland Invitational and a meeting with the Bingo Association.

### **Mayor Gene Sobolewski**

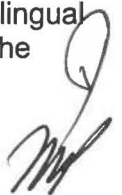
Mayor Sobolewski attended a meeting with the Elizabeth Metis Settlement Council, the Zone II Regional Council Metis Week Luncheon, a Seminar in Edmonton regarding First Nations & Metis Settlements Consultation Policies Renewal and a North East Muni-Corr meeting. He also attended a tour of the Well Springs Foundation in Edmonton where they assist Stage 4 Cancer patients, the 2018 Rural Municipalities of Alberta (RMA) Fall Convention in Edmonton, participated in a video interview by the Association of Petroleum Producers for the Context Ezine Magazine and attended an ID349 Elected Official meeting with Deputy Minister Brad Pickering.

### **Councillor Ray Prevost**

Councillor Prevost attended the Zone II Regional Council Metis Week Luncheon, the Bonnyville 911 Open House 2018, and the North East Muni-Corr meeting. He also had a meeting with MLA Scott Cyr and MLA David Hanson regarding high income seniors and they also discussed the issues with the hours of the Bonnyville Registration Office and the high gas prices in Bonnyville. Councillor Prevost attended a Bonnylodge construction meeting and a Lakeland Lodge and Housing Board meeting.

### **Councillor Elisa Brosseau**

Councillor Brosseau attended the Bonnyville Municipal Library Board meeting, the Lakeland Women's Conference 2018, the FCSS (Family & Community Support Services) Board meeting and she has been very busy with the ABMA (Alberta Bilingual Municipalities Association) and has received a copy of the



**Councillor Elisa Brosseau**

French Newspaper Le Franco with her interview in it and she has also done an interview on Radio Canada.

**Councillor Rene Van Brabant**

Councillor Van Brabant attended the Zone II Regional Council Metis Week Luncheon, the Regional Airport Committee Meeting and the Lakeland Lodge and Housing meeting.

## **CORRESPONDENCE AND INFORMATION**

**Letter – 4 Wing Cold Lake – Thank You – 2018 Cold Lake Airshow**

Administration received a letter from 4 Wing Cold Lake, thanking the Town for supporting the 2018 Cold Lake Air Show. Council accepted the letter for information.

**Letter – Bonnyville Municipal Library – Possible Relocation to the Centennial Centre**

Administration received a letter from the Bonnyville Municipal Library Board advising Council that a motion was passed by the Board expressing their interest in relocating to the C2. Council accepted the letter for information.

**Letter – M.D. of Bonnyville – Visioning & Feasibility Study – Regional Aquatic Centre**

Administration received a letter from the M.D. of Bonnyville who, at their Regular Council meeting of November 14, 2018, made a motion to support partnering with the Town of Bonnyville to undertake a Visioning and Feasibility Study for a Regional Aquatic Centre.

**Proclamation – International Day of Persons with Disabilities – December 3, 2018**

Mayor Gene Sobolewski proclaimed December 3, 2018 International Day of Persons with Disabilities in the Town of Bonnyville.

## **QUESTIONS**

There were no questions asked.

## **ADJOURNMENT**

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

Time: 7:47 p.m.

## **CARRIED**

## **ADOPTION OF MINUTES**

Minutes read and adopted this 11<sup>th</sup> day of December 2018.



Mayor



Chief Administrative Officer