

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE TOWN OF BONNYVILLE IN THE PROVINCE OF ALBERTA HELD AT THE TOWN HALL ON TUESDAY, MARCH 26, 2019 COMMENCING AT 6:00 P.M.**

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**PRESENT**

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

**REGRETS**

Councillor Ray Prevost

**STAFF**

Mark Power, CAO, Renee Stoyles, Director of Finance, Brad Trimble, Director of Public Works and Tracy Ghostkeeper, Executive Assistant

**PRESS**

Robynne Henry – Bonnyville Nouvelle  
Mike Marshall – Country 99

**GUESTS**

Jesse Nelson – Accurate Assessment Group  
Bob Daudelin – Accurate Assessment Group  
Sue Turner – Bonnyville Bingo Association  
Candice Brideau – Bonnyville Bingo Association

**REGULAR MEETING OF COUNCIL**

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

**ADOPTION OF AGENDA OF REGULAR COUNCIL MEETING – MARCH 26, 2019**

- 074 **Moved by Councillor Lorna Storoschuk** that the agenda for the March 26, 2019 Regular Council meeting be adopted with the following addition:

7e) Kehewin Update – Provide Direction – Councillor Colbourne

**CARRIED**

**ADOPTION OF REGULAR COUNCIL MEETING MINUTES – March 12, 2019**

- 075 **Moved by Councillor Chad Colbourne** that the minutes of the March 12, 2019 Regular Council meeting be adopted as presented.

**CARRIED**

**DELEGATION**

**Accurate Assessment**

Jesse Nelson, Accurate Assessment Group, provided Council with a history of their company, noting that they have four locations in Alberta; their Head Office is located in Sherwood Park, and they have other offices located in Whitecourt, Edson and Warburg.

Bob Daudelin, Accurate Assessment Group, stated that



## Accurate Assessment

residential assessments in the Town of Bonnyville have decreased from 2017 to 2018 by 8%, this is a result of growth and market inflation or deflation. Non-residential assessments decreased 3%, Linear/Government Provided Assessment had an increase of 3%, Farmland Assessment had a slight increase and Exempt Assessment had an increase of 3%, this one has no consequence from the taxable perspective. He stated that he believes a prediction might be that assessments are stabilizing, they may be starting to flatten out a little bit.

Mayor Sobolewski stated that it looked like non-residential was maybe stabilizing, but that Residential looks to be on trend from previous years and that it looks like Residential may be over a year away before stabilizing.

Bob Daudelin, Accurate Assessment Group, stated that he did do some research on this, looking at the sales that have transpired from July 1, 2018 to the end of February 2019. He believes that in the last few months, there has been no further drop on residential market value. There were fewer sales than normal; however, there was nothing suggesting that the downward trend will continue.

He further stated that looking at Total Taxable Assessment Change:

- 88% of the taxable properties in the Town of Bonnyville will incur a 1-25% decrease in assessment.
- 73% of those will be 1-10%.
- In dollars, the 88% is made up of
  - o 15.9% at a \$1,000.00- \$9,999.00 decrease,
  - o 37.7% will be a \$10,000.00 - \$24,999.00 decrease
  - o 34.3% will be a \$25,000.00 - \$99,999.00 decrease.

He noted, that moving forward they will be preparing for the upcoming assessment notice mail-out, take inquiries, give clarity, address concerns, and schedule inspections. They will also be preparing RFI (Request For Information) letters to be mailed to property owners in June-July, conduct scheduled property re-inspections in July-September and inspect new permits and incomplete construction in October-November.

Bob Daudelin listed the following communities and their percentages for comparison in residential market values:

- St. Paul 5% decrease
- Cold Lake 6%-7% decrease
- Westlock 7.2% decrease
- Beaumont 1.1% decrease
- Chestermere no change
- Spruce Grove 2% decrease
- Fox Creek 6% decrease



## **Accurate Assessment**

Mark Power, CAO, stated that when there is a decrease in Market Value in a business such as hotels, because their income is down, the rest of the Commercial class has to make up for this as they are classed the same. For Apartment Buildings, when their assessment, as a class, goes down, the rest of the residences in Town have to make up for the reduction.

Bob Daudelin stated that for this year, an example will be multi-family dwellings, apartment buildings which are classed the same as residential.

Councillor Elisa Brosseau asked if that is a common practice, classing apartment buildings the same as other single family residential.

Mark Power, CAO, stated that the legislation has now changed to allow us to come up with different classes, some municipalities have a separate assessment class for multi family dwellings, such as apartments and we can prepare a report for the next meeting regarding this.

Mayor Sobolewski thanked Jesse Nelson and Bob Daudelin from Accurate Assessment Group for their presentation and they left the meeting at 6:37 p.m.

## **Bonnyville Bingo Association**

Councillor Lorna Storoschuk declared a conflict and left the meeting at 6:37 p.m.

Candice Brideau, President of the Bonnyville Bingo Association, stated that they were before Council to ask for assistance to cover the costs of the move from their current facility at the Centennial Centre. The money would help with the costs associated with the securing of and extensive renovations of a new building that, as a non-profit organization, are beyond what the Association can afford.

The Bingo Association is in negotiations for a lease in Town, however, the renovations are estimated to cost approximately \$140,000.00. They heard from their Financial Institution today and they can secure funding, provided that they have a guarantor on the loan.

Councillor McEvoy asked for clarification on what the Bingo Association are asking for. He asked if they are looking for money, or a guarantor.

Sue Turner, Treasurer Bonnyville Bingo Association, stated that at the time of the writing of the request letter, they did not know where they stood with their Financial Institution, as of this afternoon, they were told that they can have the funding



## Bonnyville Bingo Association

but not without having a guarantor on the loan, which would be \$140,000.00 over 5 years and is \$2,700.00/month. At the General Meeting of the Bingo Association all the clubs have agreed to these terms, and understand that they will be giving up on those profits for the term of the loan.

Councillor Brosseau asked who paid for the Bingo Association to renovate when they moved to the Centennial Centre.

Sue Turner stated that the Bingo Association took out a loan for \$60,000.00 for renovations at that time.

Councillor Brosseau asked if this was a lease or a purchase of the building.

Sue Turner stated that it is a 5 year lease, with the option in the fourth year to renew for another 3 years.

Mayor Sobolewski asked if there was a plan for the interim at the new building as the Centennial Centre is starting construction at the old Bingo facility very soon.

Sue Turner stated that they are aware that there may be a black out term, where they will not be having Bingo because they are between buildings, however, the Association is governed by the AGLC, and there are certain rules that have to be followed. She did speak with the contractor again, and he is ready to go now, so if he can start now, they may be in the building and fully operational by May or June.

Mark Power, CAO, stated that the timelines would be very close, in terms of having a guarantor. The process with the Town would take approximately 2 months to complete, as a Bylaw would have to be drawn up, given first reading, advertised; if no petition against it is received, it would proceed to second and third reading. The Town would need the agreement from the Financial Institution for the bylaw.

Mayor Sobolewski stated that he is concerned on the timeline, the Guarantor process takes approximately 2 months, which means end of May or June before the contractor can even start, which puts them into July or August before they can move in.

Mark Power, CAO, stated that the Bingo Association will need to bring in the documents from their Financial Institution and the Associations Financial Statements in order to draft up the Bylaw for Council consideration. He also asked if the Association has looked at a lease to own, or a purchase, as a permanent home would be more secure.



## **Bonnyville Bingo Association**

Sue Turner stated that she agrees that a permanent home would be the ultimate goal, however, if there was a building available for purchase at this particular time, the Association would not be able to afford it.

Mayor Sobolewski thanked Candice Brideau and Sue Turner from the Bonnyville Bingo Association for their presentation and they left the meeting at 7:13 p.m.

Councillor Lorna Storoschuk returned to the meeting at 7:14 p.m.

## **Bylaws**

### **Bylaw 1479-19 – Supplementary Assessment Bylaw**

Renee Stoyles, Director of Finance, stated that the Supplementary Assessment Bylaw is passed annually in the Town of Bonnyville to reflect the value of an improvement that has not been previously assessed or the increase in value of an improvement since it was last assessed.

- 076 **Moved by Councillor Brian McEvoy** that Council provide first reading to Bylaw No. 1479-19 – Supplementary Assessment Bylaw.

**CARRIED**

- 077 **Moved by Councillor Rene Van Brabant** that Council provide second reading to Bylaw No. 1479-19 – Supplementary Assessment Bylaw.

**CARRIED**

- 078 **Moved by Councillor Lorna Storoschuk** that Council proceed to third reading to Bylaw No. 1479-19 – Supplementary Assessment Bylaw.

**CARRIED UNANIMOUSLY**

- 079 **Moved by Councillor Chad Colbourne** that Council provide third and final reading to Bylaw No. 1479-19 – Supplementary Assessment Bylaw.

**CARRIED**

## **FINANCE**

### **February 2019 Financial Report – Operating**

Renee Stoyles, Director of Finance, presented the February 2019 Financial Report – Operating to Council for information.



**February 2019 Financial  
Report – Operating**

- 080 **Moved by Councillor Brian McEvoy** that Council accept the February 2019 Financial Report – Operating, for information.

**CARRIED**

**February Financial Report –  
Capital**

Renee Stoyles, Director of Finance, presented the February 2019 Financial Report – Capital to Council for information.

- 081 **Moved by Councillor Chad Colbourne** that Council accept the February 2019 Financial Report – Capital, for information.

**CARRIED**

**February Bank Reconciliation**

Renee Stoyles, Director of Finance, presented the February 2019 Bank Reconciliation to Council for information.

- 082 **Moved by Councillor Lorna Storoschuk** that Council accept the February 2019 Bank Reconciliation for information.

**CARRIED**

**BUSINESS**

**Aurora Visual Arts  
Association**

Administration received a letter from the Aurora Visual Arts Association, requesting a contribution toward their upcoming art project, titled 'Bonnyville ArtVenture' to be held at the Centennial Centre classrooms on May 4<sup>th</sup> and 5<sup>th</sup>, 2019.

- 083 **Moved by Councillor Elisa Brosseau** that Council provide \$500.00 to the Aurora Visual Arts Association as per Policy No. 15-FN-068 and reaffirm that C2 Rental requests continue to go to the C2 board for consideration.

**CARRIED**

**Bonnyville & District Oil & Gas  
Show Sponsorship  
Opportunities**

Administration received the 2019 Bonnyville & District Oil & Gas Show Sponsorship Opportunities from the Bonnyville and District Chamber of Commerce. The 2019 Oil & Gas show is scheduled to take place on June 19<sup>th</sup> & 20<sup>th</sup>, 2019.

- 084 **Moved by Councillor Rene Van Brabant** that Council approve the purchase of the "BEAR" sponsorship for the Bonnyville & District Oil & Gas Show 2019 at the cost of \$10,000.00.

**CARRIED**



## Splash Park Washroom

In the 2018 Capital Budget, Council allocated \$150,000.00 for a permanent washroom to be located near the splash park.

Of the prices obtained, the lowest acceptable package, after negotiations, was \$175,000.00, which is \$25,000.00 higher than allocated budget.

Administration is asking that Council increase the washroom budget to \$185,000.00, allotting \$25,000.00 to meet the price quoted and \$10,000.00 for contingency.

- 085 **Moved by Councillor Rene Van Brabant** that Council approve the lowest submitted price with contingency for a total of \$185,000.00 for the design and build of the splash park washroom, with the extra funds to come from the Trail Lighting Reserves.

### CARRIED

## Amendment – Purchasing of Goods and Services Policy Policy No. 07-FN-050

Administration reviewed Policy No. 07-FN-050, Purchasing of Goods and Services Policy, as a result of the “In-Camera” discussion from the March 12, 2019 Regular Council meeting. Legal Counsel is recommending that, should the Town wish to exclude contractors or sub-contractors that are in litigation with the Town from being able to bid on Town work, this should be stated in our Purchasing Policy. Administration summarized the proposed changes to the Policy.

- 086 **Moved by Councillor Brian McEvoy** that Council approve the recommended amendments to Policy No. 07-FN-050 Purchasing of Goods and Services Policy as follows:

### Add Section 3.3 to read as follows:

#### **3.3 Vendors acting in good faith.**

The Town refuses to do business with contractors, sub-contractors or suppliers of goods or services who do not act in good faith towards the Town by entering into litigation with the Town without first having exhausted the dispute resolution process to resolve differences. The Town will not accept any tender from a party that is or has been within a period of 5 (five) years prior to the tender closing date, engaged in such a legal proceeding against the Town.

#### **Amend Section 3.9 Credit Cards:**

to remove the words “Credit Union” and replace them with the word “Corporate”



**Amendment – Purchasing of  
Goods and Services Policy  
Policy No. 07-FN-050**

**Change the wording in Article 3.12.8 to read as follows:**

“An email will be sent to the Director of Finance from the Financial Institution indicating the accounts payable file is waiting for approval before being processed. The Director of Finance or Designate will log into the Online Banking, verify the amount is correct before approving and releasing the file and will notify the Accounts Payable Clerk when the file has been released.”

**CARRIED**

Brad Trimble, Director of Public Works, left the meeting at 7:41 p.m.

**Kehewin – Direction –  
Councillor Colbourne**

Councillor Colbourne stated that the Canadian Indian Relay Association will be hosting an event at the Rodeo Grounds on May long weekend. He has spoken with Kehewin Cree Nation and the Town has been asked to host a Breakfast or BBQ Lunch on the Friday of their event. There will be a lot of participants in Town for the event and that this would be a great way to show our support.

**Kehewin – Direction –  
Councillor Colbourne**

087 **Moved by Councillor Brian McEvoy** that Council support, in principal, the concept of holding a BBQ for Lunch on the Friday of the May long weekend to coincide with the Canadian Indian Relay Association Events at the Rodeo Grounds.

**CARRIED**

**COMMITTEE REPORTS**

**Councillor Rene Van Brabant**

Councillor Van Brabant attended a Lakeland Lodge and Housing meeting.

**Councillor Elisa Brosseau**

Councillor Brosseau attended the Franco-Albertan Flag Raising Ceremony held by the l'ACFA Régionale de Bonnyville/Cold Lake, which took place during the Northern Sugar Shack, the Canadian Association of Petroleum Producers (CAPP) presentation, and a two day workshop at Elizabeth Settlement called “Working in a Metis Community”.

**Mayor Gene Sobolewski**

Mayor Sobolewski attended several conference calls with IMPACT Canada, the Northern Mayors Meeting at the Rural Municipalities of Alberta, the Canadian Association of Petroleum Producers (CAPP) presentation, and the Bonnyville & District Leisure Facility Corp. Board meeting.

**Councillor Chad Colbourne**

Councillor Colbourne attended a Bonnyville Agricultural Society meeting with Kehewin Cree Nation regarding the use of the Rodeo Grounds for an event, a Reconciliation meeting in St. Paul with Councillor Ben Badger from Kehewin Cree Nation, had a meeting with Marva from the Bonnyville Bingo





**Councillor Chad Colbourne**

Association and attended the Bonnyville Chamber of Commerce training for Government and Leadership. He also attended a Kehewin planning meeting for their horse racing event, the Bonnyville and District Chamber of Commerce Annual General Meeting, and the C2 Board meeting.

**Councillor Lorna Storoschuk**

Councillor Storoschuk attended the Canadian Association of Petroleum Producers (CAPP) presentation, the Bonnyville & District Historical Society Annual General meeting and the Regular Board meeting, and the Lakeland Industry & Community Association (LICA) Board meeting. She also attended the Moose Lake Watershed Society meeting, the Alberta Metis Fest, and the Bonnyville and District Chamber of Commerce Annual General Meeting.

**Councillor Brian McEvoy**

Councillor McEvoy attended the Canadian Association of Petroleum Producers (CAPP) presentation, and the Regional Fire Authority Curling Bonspiel.

**CORRESPONDENCE AND INFORMATION**

**Letter – Bonnyville Health Foundation Gala – Thank You for Donation**

**Letter – Bonnyville Health Foundation Gala – Thank You for Donation**

Administration received a letter from the Bonnyville Health Foundation thanking the Town of Bonnyville for the donation of a Council provided BBQ for 10 people to the Bonnyville Health Foundation Gala.

The donation was auctioned off and the winning bidder was Cathy Sandmeyer for the price of \$675.00.

Council accepted this letter for information.

**Letter – Alberta Transportation – CLRUSC – Regional Water Supply System – Cost Revision Project**

Administration received a letter from Alberta Transportation advising that the CLRUSC – Regional Water Supply System – Cost Revision project grant, in the amount of \$5,000,000.00 will be electronically transferred to the Town of Bonnyville.

Council accepted this letter for information.

**Letter – Lac La Biche County – Regional Solid Waste Management Strategy**

Administration received a letter from Lac La Biche County advising that they are not taking further action at this time with regard to the Regional Solid Waste Management Strategy.

Council accepted this letter for information.

**Letter – Alberta Municipal Affairs – Municipal Cannabis Transition Program (MCTP) Grant Payment**

A letter was received from Alberta Municipal Affairs advising that \$39,559.00 has been approved under the Municipal Cannabis Transition Program (MCTP) for the Town of Bonnyville.

Council accepted this letter for information.



**RMHC – 2019 Winterland  
Invitational – Thank You and  
Event Report**

Ronald McDonald House Charities Winterland Invitational sent a Thank You for the Town's support and advised that the event raised over \$135,000.00. Also included was the 2019 Ronald McDonald House Charities Winterland Invitational Event Report.

Council accepted this letter and report for information.

**QUESTIONS**

Councillor Storoschuk noted that there are some large pot holes, specifically in the alley behind the in Town Office and 7-11 and queried the Town's efforts with respect to filling them.

Mark Power, CAO, stated that if anyone sees one, to let the Town know.

Councillor Colbourne asked what the reporting will be like from the Community Peace Officer, will it be monthly, quarterly, etc.

Mark Power, CAO, stated that the CPO reports to the Community Police Committee and the Council Members on that Committee will report what they can to the rest of Council.

If Council wishes to hear reports, the Police Committee could request him to report when the RCMP reports to Council which is quarterly.

**ADJOURNMENT**

088 **Moved by Councillor Brian McEvoy** that the Regular Meeting of Council be adjourned.


Time: 8:11 p.m.

**CARRIED**

**ADOPTION OF MINUTES**

Minutes read and adopted this 9<sup>th</sup> day of April, 2019.

  
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Mayor

  
\_\_\_\_\_  
Chief Administrative Officer