

MINUTES OF THE REGULAR COUNCIL MEETING OF THE TOWN OF BONNYVILLE IN THE PROVINCE OF ALBERTA HELD AT THE TOWN HALL ON MONDAY, SEPTEMBER 23, 2019 COMMENCING AT 6:00 P.M.

PRESENT

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

STAFF

Mark Power - Chief Administrative Officer (CAO), Bill Rogers - Assistant Chief Administrative Officer (ACAO), Renee Stoyles - Director of Finance, Katherine Currie - Director of Planning and Development, and Tracy Ghostkeeper - Executive Assistant

PRESS

Robynne Henry – Bonnyville Nouvelle
Mike Marshall – Country 99

GUESTS

Jay Melvin – Fire Chief – Bonnyville Regional Fire Authority (BRFA)
Dan Heney – Deputy Fire Chief – BRFA

REGULAR MEETING OF COUNCIL

Mayor Gene Sobolewski called the Regular Meeting of Council to order at 6:01 p.m.

ADOPTION OF AGENDA OF REGULAR COUNCIL MEETING – September 23, 2019

255 **Moved by Councillor Ray Prevost** that the agenda for the September 23, 2019 Regular Council meeting be adopted as presented.

CARRIED

ADOPTION OF COUNCIL MEETING MINUTES – September 10, 2019

256 **Moved by Councillor Brian McEvoy** that the minutes of the September 10, 2019 Regular Council meeting be adopted as presented.

CARRIED

DELEGATION

Bonnyville Regional Fire Authority (BRFA) – Jay Melvin

Fire Chief Jay Melvin presented information regarding the Next Generation 911 that is an upcoming mandatory replacement of the current Enhanced 911 infrastructure and systems across Canada. The current 911 network is mandated to be decommissioned on June 30, 2023. Currently the BRFA, 911 Call Centre takes calls for the Town of Bonnyville, M.D. of Bonnyville and the surrounding First Nations. Fire Chief Jay Melvin asked if Council would help to lobby Cold Lake to use BRFA for their 911 center which would make the BRFA a Regional Centre. The BRFA has been lobbying Cold Lake to use the BRFA for many years and Cold Lake has not agreed to the change and currently uses Westlock for their 911

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**Bonnyville Regional Fire
Authority (BRFA) – Jay Melvin**

dispatch. He also stated that the current EMS and 911 call center is at capacity, and that it may be prudent to start looking at building a new facility to house the Regional Emergency Operations Centre, EMS and the BRFA Administration.

Mayor Sobolewski asked if there was reason to move EMS.

Jay Melvin stated that the BRFA Board felt that if they were moving one division, they should move all and give the hospital room for expansion.

Bill Rogers, ACAO, asked when the amount of Capital will be known for the new infrastructure.

Jay Melvin stated that the BRFA Board would cover the architecture part of the new build next to the current Fire Hall and that the Ardmore and Fort Kent Halls are going to cost approximately \$3.5 Million. He also stated that the current location in Bonnyville cannot accommodate an expansion due to lot size restraints.

Bill Rogers, ACAO, asked if the costs of using another provider to facilitate our 911 have been investigated.

Jay Melvin stated that the costs would be more significant, as well as the loss of control on the everyday management and it would also impact the service quality.

Councillor Van Brabant asked Jay Melvin if he could do some investigating on what other Municipalities would charge us to use their 911.

Extensive discussion ensued.

Mayor Sobolewski thanked the Fire Chief for his presentation.

**MUNICIPAL PLANNING
COMMISSION**

See Separate Minutes

**MUNICIPAL PLANNING
COMMISSION**

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

Time: 6:35 p.m.

CARRIED

**MUNICIPAL PLANNING
COMMISSION**

- 258 Moved by Councillor Lorna Storoschuk that Council adjourn the Municipal Planning Commission meeting and return to the Regular Meeting of Council.

Time 6:37 p.m.



CARRIED

BYLAW

Bylaw No. 1490-19 – 2020 Residential Assessment and Supplementary Assessment Sub-Class Bylaw

Renee Stoyles, Director of Finance, stated that Council, at the April 9th, 2019 Regular meeting, directed Administration to prepare a Multi-Family Assessment Sub-Class Bylaw for the fall of 2019.

Bylaw 1490-19 has been prepared and if passed will divide the Residential Assessment Class into the following sub-classes:

1. Single Family Residential;
2. Multi-Family Residential.

The rationale behind creating a residential sub-class for Multi-Family properties is based on the fluctuation of the assessments year over year as the economy fluctuates. Multi-Family Assessments are based on the valuation of Income Approach and with fluctuations in the economy as has happened in the Lakeland Area in the past few years, the tax dollars for these properties have also seen some major increases and decreases. By creating a residential sub-class for Multi-Family properties such fluctuations should lessen.

This Bylaw would have to be passed before February 28th in the year it is to take effect.

- 259 **Moved by Councillor Ray Prevost** that Council provide first reading to Bylaw No. 1490-19 – 2020 Residential Assessment and Supplementary Assessment Sub-Class Bylaw.

CARRIED

FINANCE

August 2019 Financial Report – Operating

- 260 **Moved by Councillor Chad Colbourne** that Council accept the August 2019 Financial Report – Operating for information.

CARRIED

August Financial Report – Capital

- 261 **Moved by Councillor Chad Colbourne** that Council accept the August 2019 Financial Report – Capital for information.

CARRIED

August Bank Reconciliation

- 262 **Moved by Councillor Elisa Brosseau** that Council accept the August 2019 Bank Reconciliation for information.

CARRIED



**Council Remuneration Policy
#02-FN-026 & Travel Expense
Claim Procedures Policy #03-
FN-035**

Renee Stoyles, Director of Finance, stated that at the August 27th, 2019 Council meeting, Councillor Brosseau asked if the Town should include a statement in our travel policies with regards to insurance when using personal vehicles for Town business. Our insurance representative from AMSC advised us that there should be a statement in our policies that states if an employee chooses to drive their own vehicle for business purposes that they consult their own insurance provider to ensure they have the right coverage in place.

- 263 **Moved by Councillor Chad Colbourne** that Council adopt the proposed Council Remuneration Policy #02-FN-026 and Travel Expense Claim Procedures Policy #03-FN-035 as presented.

CARRIED

BUSINESS

50th Ave Trail

Bill Rogers, ACAO, stated that at the February 12, 2019 Council meeting, Council approved the construction of a walking trail on the north side of 50th Avenue, between 37th and 44th streets, with monies budgeted in the 2019 Capital Budget. After review and necessary project planning activities with our Engineers, Administration has brought this matter for further discussion of this matter by Council, as the proposed scope of work has now changed. Council originally approved 'Trail Option 3', which was for a trail to be constructed on the north side of 50th Avenue, between 37th and 44th streets. It was also decided that, for budgetary purposes, the trail would be constructed to a gravel trail standard in 2019, and monies could be budgeted in subsequent budget years to pave the trail.

After review, Administration now recommends that the Town construct 'Trail Option 2' on the South side of 50th Ave, for the following reasons, as stated in the report from our Engineers:

- Pedestrian access would be better served on the South side of 50th Ave as most residences are located in that area, and the project could tie into existing sidewalks.
- Documentation provided about the wet area on the South side of 50th Ave indicates that this area is not an environmental concern for construction purposes.
- The overall estimated cost of the South side project is such that the entire trail - including paving - could be constructed from existing budgeted monies should Council approve the South side option.
- Engineers advise that it is likely that the southern portion could be constructed in 2019 should Council approve.

50th Ave Trail

- 264 **Moved by Councillor Rene Van Brabant** that Council approve "Option 2 - South Trail Option" for the 50th Avenue Trail with funding to come from existing Capital Budget funds.

CARRIED

CNRL Annual Steak & Shrimp / Silent Auction Fundraiser

Administration has received a request from the Canadian Natural Field Donation Committee to donate an item for their silent auction fundraiser. This fundraiser raises funds for local organizations throughout the year.

- 265 **Moved by Councillor Elisa Brosseau** that Council approve a donation of \$250.00 towards a silent auction item and purchase a table of 8 at a cost of \$480.00 for the Canadian Natural 14th Annual Steak & Shrimp / Silent Auction Fundraiser.

CARRIED

Bonnyville Canadian Native Friendship Centre – Financial Contribution to the Annual Thanksgiving and Christmas Dinners 2019

Administration received a letter from the Bonnyville Canadian Native Friendship Centre requesting a monetary contribution to help with the costs associated with their Annual Thanksgiving and Community Christmas Dinner, scheduled for October 10, 2019 and December 12, 2019 respectively.

- 266 **Moved by Councillor Lorna Storoschuk** that Council approve a monetary donation to offset the annual Christmas and Thanksgiving Dinner, for \$200.00 per dinner, held by the Bonnyville Canadian Native Friendship Centre for a total amount of \$400.00.

CARRIED

Councilor Prevost left the meeting at 6:52 p.m. and returned to the meeting at 6:55 p.m.

Alternate Dates for Committee Presentations

In recent months, questions have come up from Council about the level of funding provided to certain groups that request funding annually from the Town of Bonnyville, and how these contributions relate to our Donations Policy and practices. In an attempt to help clarify these issues, Administration has reached out to all relevant groups to attend future Council meetings to present their programs and financial information.

The first Council meeting in October is typically when outside Boards, Committee's and Agencies are invited to come as delegations to Council to provide a presentation on their programs, plans upcoming Budgets, and are also asked to provide copies of their financial statements.

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Alternate Dates for Committee Presentations

This year Administration has invited all these groups whose operations and/or programs are typically funded in whole or in part by the Town of Bonnyville, to attend.

Responses are trickling in and it is becoming clear to us that not all of the invited groups can make the October 8th meeting date (first meeting in October). As an alternative, presentations could be accommodated through alternate meeting dates (i.e. October 22nd or we could consider a special Meeting on October 15th), which would allow Council time to review each request.

Discussion ensued.

- 267 **Moved by Councillor Ray Prevost** that Council direct Administration to advise Delegates of 10 minute presentation times for the October 8th and October 22nd in Blocks of five(5) meeting times, and any remaining presentations, if needed, are to be scheduled for a Special Council meeting on October 15, 2019.

CARRIED

Pengrowth Lindbergh Site Tour

Administration has received an invitation from Mr. Doug Fisher, Operations Superintendent for Pengrowth Energy Corp., inviting Council to tour the Pengrowth Lindbergh Thermal Plant facility, located about 25 minutes South of Bonnyville.

Mr. Fisher has requested that if Council would like to do this, that we provide some preferred dates in the near future so that the trip can be organized.

The Executive Assistant will email all of Council for available dates.

Fire Chief Jay Melvin and Deputy Fire Chief Dan Heney left the meeting at 7:16 p.m.

COMMITTEE REPORTS

Councillor Brian McEvoy

Councillor McEvoy attended the Bonnyville Regional Water Services Commission meeting, a meeting with the Minister of Municipal Affairs, Kaycee Madu, the Bonnyville Senior Citizens Society Annual Harvest Supper & Dance and the Town of Bonnyville Grand Opening Celebrations.

Councillor Lorna Storoschuk

Councillor Storoschuk attended the Northern Lights Library System Budget meeting, the Naming Committee meeting, a Bonnyville & District Daycare Centre Board meeting and the FCSS (Family & Community Support Services) Board meeting. She also attended a Bonnyville Municipal Library Board



Councillor Lorna Storoschuk

meeting, a meeting with the Minister of Municipal Affairs, Kaycee Madu, the Bonnyville Historical Society Fall Board Supper and another Northern Lights Library Systems meeting. Councillor Storoschuk also attended a Bonnyville Municipal Library Manager Interview and tour of the Town and the Town of Bonnyville Grand Opening Celebrations.

Councillor Chad Colbourne

Councillor Colbourne attended the Bonnyville Stampede Bingo Hall Grand Opening, the Gear Grabbers Drag Races, an Economic Development meeting, the meeting with the Minister of Municipal Affairs, Kaycee Madu, a meeting with the Minister of Seniors, Josephine Pon, and the Town of Bonnyville Grand Opening Celebrations.

Mayor Gene Sobolewski

Mayor Sobolewski attended an RCMP Pre-AUMA meeting, a Strong Rural Caucus Meeting in Westlock, a meeting with the Minister of Municipal Affairs, Kaycee Madu and a meeting with the Minister of Seniors, Josephine Pon. He also attended a meeting with M.D. of Bonnyville Councillor Mike Krywiak, Bonnyville Senior Citizens Society Annual Harvest Supper & Dance and the Town of Bonnyville Grand Opening Celebrations.

Councillor Ray Prevost

Councillor Prevost attended the Naming Committee meeting, a Lakeland Lodge and Housing Board meeting, the Bear Trap Construction Paving Demo and the Bonnyville Regional Water Services Commission meeting. He also attended the meeting with the Minister of Municipal Affairs, Kaycee Madu, the Bonnyville Regional Fire Authority meeting, a meeting with the Minister of Seniors, Josephine Pon, the Bonnyville Senior Citizens Society Annual Harvest Supper & Dance and the Town of Bonnyville Grand Opening Celebrations.

Councillor Elisa Brosseau

Councilor Brosseau continued the visits with local businesses with Karyann Boychuk, Alberta Workforce consultant, a FCSS (Family & Community Support Services) Board meeting, Bonnyville Municipal Library Board meeting, an Economic Development meeting with the M.D. of Bonnyville, a Bonnyville Municipal Library Manager Interview, and a Conference call with ABMA (Bilingual Association Of Alberta Municipalities).

Councillor Rene Van Brabant

Councillor Van Brabant attended the Naming Committee meeting, the Lakeland Lodge and Housing Board meeting, the Bear Trap Construction Paving Demo and the meeting with the Minister of Municipal Affairs, Kaycee Madu .

**CORRESPONDENCE AND
INFORMATION**

**Letter – Alberta Municipal
Affairs – ID 349**

A letter was received from Alberta Municipal Affairs regarding funding for Improvement District (ID) No. 349. Council accepted this letter for information.

Proclamation – National Day to honour Residential School Survivors - Orange Shirt Day – September 30, 2019

Mayor Gene Sobolewski proclaimed September 30, 2019 Orange Shirt Day in the Town of Bonnyville.

Proclamation – Alberta Development Officers Week – September 23 – 28, 2019

Mayor Gene Sobolewski proclaimed the week of September 23 – 28, 2019 Alberta Development Officers Week in the Town of Bonnyville.

QUESTIONS

Councillor Ray Prevost asked if Council would be able to arrange to meet with the M.D. of Bonnyville Council regarding ID 349.

Mayor Sobolewski was tasked with trying to arrange a meeting between both Councils.

Councillor Ray Prevost asked how many on Council will be available for the Re-Dedication of Slawuta Pond on October 5, 2019 at 2:00 p.m.

Administration will send out Calendar invite to formalize attendance at the Slawuta Pond Re-Dedication.

In addition to all of Council present, Mark Power, CAO, and Bill Rogers, ACAO attended the In Camera session to provide Administrative and Procedural support.

IN CAMERA

- 268 **Moved by Councillor Brian McEvoy** 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: 7:41 p.m.

CARRIED

IN CAMERA

- 269 **Moved by Councillor Rene Van Brabant** that Council adjourn In Camera and return to the Regular Meeting of Council.

Time: 8:27 p.m.

CARRIED

8:27 p.m. The Regular meeting of Council resumed with no public present.

ADJOURNMENT


270 **Moved by Councillor Ray Prevost** that the Regular Meeting of Council be adjourned.

Time: 8:27 p.m.

CARRIED

ADOPTION OF MINUTES

Minutes read and adopted this 8th day of October, 2019.



Mayor



Assistant Chief Administrative Officer

