

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE TOWN OF BONNYVILLE IN THE PROVINCE OF ALBERTA HELD AT THE TOWN HALL ON TUESDAY, MAY 26, 2020 COMMENCING AT 6:00 P.M.**

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**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, Brad Trimble – Director of Public Works and Tracy Ghostkeeper – Executive Assistant

**REGULAR MEETING OF COUNCIL**

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

Mayor Gene Sobolewski thanked Mark Power for his service as CAO for the Town for the last 15 years and presented him with a 15 Year Service Award Pin.

**ADOPTION OF AGENDA OF REGULAR COUNCIL MEETING – May 26, 2020**

- 168 **Moved by Councillor Rene Van Brabant** that the agenda for the May 26, 2020 Regular Council meeting be adopted with the following addition:

10.a) Land – FOIP Sections (21), (25) and (27)

**CARRIED**

**ADOPTION OF COUNCIL MEETING MINUTES – May 12, 2020**

- 169 **Moved by Councillor Ray Prevost** that the minutes of the May 12, 2020 Regular Council meeting be adopted as presented.

**CARRIED**

**BYLAW**

**Bylaw No. 1488-19 – Portion of Vincent Drive – Second and Third Reading**

The Town of Bonnyville has determined that the closure of a portion of an undeveloped road allowance (Vincent Drive) in the West quadrant of Town is required. The Town will have this incorporated into the adjacent lands which are currently developed for the ball diamonds.

The Bylaw was sent to Alberta Transportation in August 2019 for approval by the Minister. Final Approval was received May 13, 2020. The Land Surveyor is awaiting a final certified copy of the bylaw to complete registration at Land Titles.



**Bylaw No. 1488-19 – Portion of Vincent Drive – Second and Third Reading**

- 170 **Moved by Councillor Brian McEvoy** that Council provide second reading to Bylaw No. 1488-19 – Portion of Vincent Drive.

**CARRIED**

- 171 **Moved by Councillor Chad Colbourne** that Council provide third and final reading to Bylaw No. 1488-19 – Portion of Vincent Drive.

**CARRIED**

**Bylaw No. 1498-20 – Application to Amend Land Use Bylaw 1447-16**

The Planning and Development Department has received an application to amend the land use district on 4118 50 Avenue property. The amendment to the land use districting is from C2 – Fringe Commercial District to R4 – High Density Residential District.

- 172 **Moved by Councillor Brian McEvoy** that Council provide first reading to Bylaw No. 1498-20 – Application to Amend Land Use Bylaw and proceed with Public Hearing for the Bylaw Amendment on June 23, 2020.

**CARRIED**

## **FINANCE**

**April 2020 Financial Report – Operating**

Renee Stoyles, Director of Finance, presented the April 2020 Financial Report – Operating to Council for information

- 173 **Moved by Councillor Chad Colbourne** that Council accept the April 2020 Financial Report – Operating for information.

**CARRIED**

**April Financial Report – Capital**

Renee Stoyles, Director of Finance, presented the April 2020 Financial Report – Capital to Council for information.

**April Financial Report – Capital**

- 174 **Moved by Councillor Lorna Storoschuk** that Council accept the April 2020 Financial Report – Capital for information.

**CARRIED**

**April Bank Reconciliation**

Renee Stoyles, Director of Finance, presented the April 2020 Bank Reconciliation to Council for information.

- 175 **Moved by Councillor Elisa Brosseau** that Council accept the April 2020 Bank Reconciliation for information.

**CARRIED**



## BUSINESS

### 2020 Bonnyville Health Foundation Tickets

A letter was received from the Bonnyville Health Foundation regarding the cancellation of the 2020 Bonnyville Health Foundation Gala with options for those that have already purchased tickets.

- 176 **Moved by Councillor Chad Colbourne** that Council convert the ticket purchases for the 2020 Health Foundation Gala into a donation in the amount of \$3,000.00 to the Bonnyville Health Foundation for 2020.

#### CARRIED

### Pre-Qualification of Paving Contractors

A recommendation was received from Stantec Consulting Ltd. regarding the submissions from construction firms interested in pre-qualifying for services as a "paving contractor" for the Town of Bonnyville's projects in 2020.

A total of three firms submitted:

- E-Construction
- Knelsen Sand and Gravel
- Blue Flame Contracting

- 177 **Moved by Councillor Elisa Brosseau** that Council accept the firms of E-Construction, Knelsen Sand and Gravel, and Blue Flame Contracting as approved contractors qualified to carry out paving projects in the Town of Bonnyville in 2020.

#### CARRIED

### Donation to Villa Ouimet Garden Box Project

An email was received from Councillor Prevost regarding plans to construct several above-ground garden boxes as a project for residents of the Seniors Lodge to be able to enjoy gardening activities.

Discussion ensued.

- 178 **Moved by Councillor Chad Colbourne** that Council donate \$1,000.00 to support the Villa Ouimet Garden Box project.

#### CARRIED

### 50<sup>th</sup> Ave/Hwy 28 Boulevard Concern

The Town recently received a concern from a resident regarding the stretch of road on 50<sup>th</sup> Avenue between 41<sup>st</sup> and 44<sup>th</sup> Street. Since 50<sup>th</sup> Avenue is owned and maintained by Alberta Transportation, a site visit was coordinated with them and Stantec on May 19<sup>th</sup> to discuss the 6 to 7 different locations where significant ponding is occurring.

Discussion ensued.



**50<sup>th</sup> Ave/Hwy 28 Boulevard  
Concern**

Council agreed to have Administration amend the Shovel Ready priorities with costs for fixing this portion of road and send it in to the Minister for some Stimulus funding as well as taking the issue back to Alberta Transportation.

**Signing Authority**

As of June 1<sup>st</sup>, 2020, the position of Chief Administrative Officer will change from Mark Power to Bill Rogers. Also, approval is required to identify which members of Administration have authority to sign cheques, agreements etc. during the absence of the Chief Administrative Officer and the Director of Finance and Administration, while on annual holidays.

Bill Rogers and Renee Stoyles are on annual leave for periods during July and August. Should there be a need for an alternate signing authority, Administration is recommending that Mark Power and Katherine Currie are appointed as signing authority during this time.

- 179 **Moved by Councillor Brian McEvoy** that Council appoint Mark Power and Katherine Currie as alternates for administrative signing authority for the Town of Bonnyville for the period July 2020 – August 2020.

**CARRIED**

**Policy No. 07-FN-051 – Non-Union Staff Remuneration – appendix “A”**

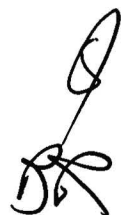
A review of salary ranges for the Chief Administrative Officer positions was conducted by the members of the Negotiating Team and the Town of Bonnyville CAO position grid was adjusted based on those findings.

At the March 24<sup>th</sup>, 2020 Council meeting, Council approved Policy No. 07-FN-051 – Non-Union Staff Remuneration for the years 2019 to 2021 based on the prior amounts listed for the CAO position. As the annual salary has now been adjusted, with the hiring of Bill Rogers as the Chief Administrative Officer, a motion is needed from Council to ratify the adjusted grid.

Administration will also perform a salary review for the remaining positions on the salary grid to ensure they are comparable to other municipalities of the same size and budgets and bring to a future Council meeting should there be a need to.

- 180 **Moved by Councillor Brian McEvoy** that Council approve the adjusted Policy No. 07-FN-051 – Non-Union Staff Remuneration Appendix “A” for the years 2019, 2020 and 2021.

**CARRIED**

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

**Temporary Closure of Public  
Access to Municipally Owned  
Outdoor Recreation Areas**

In response to the Chief Medical Officer of Health Order # 07 - 2020 with an amendment effective April 6, 2020, Playground Structures were closed. On April 14<sup>th</sup>, Council passed Motion #131 temporarily restricting the use and access to municipally owned lands used for ball diamonds, soccer fields, rodeo facilities and dog parks until at least the end of May 2020 or as amended by the Chief Medical Officer of Health.

Extensive discussion ensued.

- 181 **Moved by Councillor Rene Van Brabant** that Council open Playground Structures, Sports Fields and Dog Park on June 1<sup>st</sup> in accordance with Public Health Guidelines but leave the Rodeo Grounds closed, at this time, until sporting event guidelines are released by the Chief Medical Officer of Health.

**DEFEATED**

- 182 **Moved by Councillor Brian McEvoy** that Council open the Sports Fields and Dog Park effective May 27<sup>th</sup> and open Playground Structures as they are inspected and no later than June 1<sup>st</sup> in accordance with Public Health Guidelines but leave the Rodeo Grounds closed, at this time, until sporting event guidelines are released by the Chief Medical Officer of Health.

**CARRIED**

**2020 SUV Supply**

The approved 2020 Capital Budget has \$40,000 allocated for a new midsize SUV. This SUV is to be used by the Planning department for inspections and for staff to travel out of town for courses or meetings.

After extensive discussion it was agreed that Administration would retender the 2020 SUV Supply with a more detailed tender.

**Business Licensing –  
Economic Development  
Report**

Renee Stoyles presented the January Business License update noting there were 582 Business License Renewals sent out and to date there remains 78 Renewals outstanding. From January to March, 15 new businesses applied for or obtained business licenses and 43 businesses cancelled their licenses.

Council accepted this report for information.

**COMMITTEE REPORTS**

**Councillor Brian McEvoy**

Councillor McEvoy attended the Telephone Town Hall with the Minister of Municipal Affairs and a Bonnyville Regional Water Services Commission Tie In meeting with Frog Lake First Nations.



**Councillor Lorna Storoschuk**

Councillor Storoschuk attended a Bonnyville & District Daycare Special Zoom meeting, an Electronic Lakeland Industry & Community Association (LICA) meeting, the Telephone Town Hall meeting with the Minister of Municipal Affairs and a Northern Lights Library System Board Zoom meeting.

Katherine Currie, Director of Planning and Development left the meeting at 7:17 p.m.

**Councillor Chad Colbourne**

Councillor Colbourne attended a Lakeland Business Resilience Committee meeting, signed cheques at the Centennial Centre, a site visit for the complaint on 50<sup>th</sup> Avenue, another Lakeland Business Resilience Committee meeting and the Bonnyville & District Leisure Facility Corp meeting.

**Mayor Gene Sobolewski**

Mayor Sobolewski attended a Lakeland Business Resilience Committee meeting, the Telephone Town Hall with the Minister of Municipal Affairs, the Bonnyville & District Leisure Facility Corp meeting and the Bonnyville Regional Fire Authority (BRFA) Special meeting. He also spent a lot of time dealing with resident complaints regarding the Registry Office being closed in Town.

**Councillor Ray Prevost**

Councillor Prevost attended a Lakeland Lodge and Housing Board meeting, a site visit for the complaint on 50<sup>th</sup> Avenue, a Bonnylodge Construction meeting, the BRFA meeting and a Special BRFA meeting.

**Councillor Elisa Brosseau**

Councillor Brosseau attended the Bonnyville Affordable Housing meeting, a meeting to overview the Strategic Planning with the CDEA (Economic Development Council of Alberta) for a Strategic Planning session in June, and a Zoom meeting with Cafe Tourisme. She also attended a meeting with the Bonnyville Friendship Centre and the Metis Nation regarding a homeless shelter needs assessment and volunteered at the Lunch Program at the St. Louis Parish Hall.

**Councillor Rene Van Brabant**

Councillor Van Brabant attended the Telephone Town Hall with the Minister of Municipal Affairs, the Lakeland Lodge & Housing Board meeting, the BRFA Meeting and the BRFA Special meeting.

**CORRESPONDENCE AND  
INFORMATION**

**Garbage Collection Routes**

Brad Trimble, Director of Public Works advised that the garbage truck goes out to collect solid waste Monday to Friday. The change to cart pick up from the back-alley garbage collection has decreased the time it takes to complete collection and it is felt that the routes should be condensed into



## **Garbage Collection Routes**

three days to create efficiencies with manpower especially with respect to holidays.

He further advised that effective July 6, 2020 garbage collection will now occur only on Tuesday, Wednesday and Thursday.

Council thanked Mr. Trimble for the update and accepted his update for information.

## **Email – M.P. Shannon Stubbs – Canada Summer Jobs Approval**

An email was received from M.P. Shannon Stubbs advising that the Town of Bonnyville was approved for 3 positions through Canada Summer Jobs.

Council accepted this email for information.

Brad Trimble, Director of Public Works, left the meeting at 7:32 p.m.

## **Letter – Alberta Municipal Affairs – 2020 Municipal Sustainability Initiative (MSI)**

A letter was received from Alberta Municipal Affairs advising that the Town of Bonnyville's MSI allocation for 2020 will be \$1,488,578.00, which includes \$1,103,258.00 in MSI capital funding and \$385,320.00 in Basic Municipal Transportation Grant funding. The 2020 MSI operating allocation is \$60,038.00.

Council accepted this letter for information.

## **Proclamation – Seniors Week – June 1 to 7, 2020**

Mayor Gene Sobolewski proclaimed June 1<sup>st</sup> to 7<sup>th</sup>, 2020 Seniors Week in the Town of Bonnyville.

## **QUESTIONS**

Councillor Colbourne asked how the Seniors at the Lodge are coping during the Covid-19 pandemic.

Councillor Prevost stated that it is a struggle and they are all adjusting to staff wearing their Personal Protective Equipment and having their rooms cleaned three times a day. They are now allowed to have two visitors max, outside, with social distancing in place.

Mayor Sobolewski asked if Administration is looking at amending policies to encourage Zoom meetings, video conferences etc. once COVID is over.

ACAO Bill Rogers stated that Administration is planning on keeping the Zoom account for the foreseeable future, especially due to the chance of another outbreak and meetings have to go back to being virtual in the future.

## **IN CAMERA**

In addition to all of Council present, Mark Power, CAO, Bill Rogers, ACAO, and Renee Stoyles, Director of Finance,



attended the In-Camera session to provide Administrative and Procedural support.

**IN CAMERA**

- 183 **Moved by Councillor Lorna Storoschuk** 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**

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

Time: 8:35 p.m.

**CARRIED**

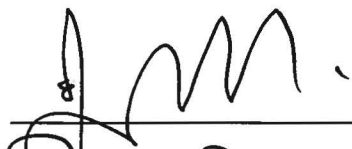
**ADJOURNMENT**


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

Time: 8:35 p.m.

**CARRIED**

Minutes read and adopted this 9<sup>th</sup> day of June, 2020.

  
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Mayor

  
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Chief Administrative Officer