

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE TOWN OF BONNYVILLE IN THE PROVINCE OF ALBERTA HELD AT THE TOWN HALL ON TUESDAY, APRIL 27, 2021 COMMENCING AT 6:00 P.M.**

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**PRESENT**

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

**STAFF**

Virtually: Bill Rogers – Chief Administrative Officer (CAO), Katherine Currie – General Manager of Planning and Community Services, Renee Stoyles – General Manager of Corporate Services, Brad Trimble – General Manager of Operations and Engineering, Jeannine Chornohos – Director of Finance, David Beale – Community Services Director and Tracy Ghostkeeper – Executive Assistant

**GUESTS**

Virtually: Bonnyville Agricultural Society – Mitch Michaud & Shawn Metchewais, Accurate Assessment Group – Bob Daudelin, Bev's Janitorial – Tristan Bowers (Joined at 6:47 p.m.)

**REGULAR MEETING OF COUNCIL**

Mayor Gene Sobolewski called the Regular Meeting of Council to order at 6:03 p.m.

**ADOPTION OF AGENDA OF REGULAR COUNCIL MEETING – APRIL 27, 2021**

097 **Moved by Councillor Ray Prevost** that the agenda for the April 27, 2021 Regular Council meeting be adopted as presented.

**CARRIED**

**ADOPTION OF THE REGULAR COUNCIL MEETING MINUTES – APRIL 13, 2021**

098 **Moved by Councillor Brian McEvoy** that the minutes of the April 13, 2021 Regular Council meeting be adopted with the following addition:

Committee Report – Lorna Storoschuk – Add: Elected Officials Training and the Telephone Town Hall with Dr. Hinshaw.

**CARRIED**

**DELEGATION**

Councillor Colbourne declared a conflict with the next Agenda item and signed out of the meeting at 6:06 p.m.

**Bonnyville Agricultural Society – Mitch Michaud & Shawn Metchewais**

Shawn Metchewais stated that this Virtual Rodeo will be the first professional rodeo since 2019, and they intend to follow all regulations and guidelines from AHS. They would like to show the rest of Canada that a Rodeo can be held safely during Covid.

**Bonnyville Agricultural  
Society – Mitch Michaud &  
Shawn Metchewais**

Councillor McEvoy asked who their target audience would be.

Shawn Metchewais stated that this event could be a worldwide event, and they are in talks with Lakeland Connect as well as Rodeo Canada in order to stream to different platforms and allow viewing by anyone.

Extensive discussion ensued.

Mitch Michaud & Shawn Metchewais signed out of the meeting at 6:34 p.m.

Councillor Colbourne returned to the meeting at 6:34 p.m.

Bob Daudelin, Accurate Assessment Group, stated that residential assessments in the Town of Bonnyville have decreased from 2019 to 2020 by \$12,291,330.00 and non-residential decreased by \$14,375,420.00. He stated that Linear/DIP increased \$48,140.00 Farmland remained unchanged and Exempt decreased by \$522,500.00 for a total of a 2% decrease overall in 2021.

Extensive discussion ensued.

Bob Daudelin signed out of the meeting at 7:08 p.m.

**Accurate Assessment Group –  
Bob Daudelin**

**MOVE TO MUNICIPAL  
PLANNING COMMISSION  
MEETING**

- 099 **Moved by Councillor Brian McEvoy** that Council adjourn the Regular Council Meeting and enter into a Municipal Planning Commission Meeting.

Time: 7:09 p.m.

**CARRIED**

**ADJOURN MUNICIPAL  
PLANNING COMMISSION  
MEETING**

- 100 **Moved by Councillor Rene Van Brabant** that the Municipal Planning Commission Meeting be adjourned and Council enter into the Regular Meeting of Council.

Time: 7:21 p.m.

**CARRIED**

Tristan Bowers, Bev's Janitorial signed out of the meeting at 7:22 p.m.

**FINANCE**

**March 2021 Financials –  
Capital**

- 101 **Moved by Councillor Elisa Brosseau** that Council approve the March Financial Report Capital as presented.

**CARRIED**

**March 2021 Financials –  
Operating**

- 102 **Moved by Councillor Brian McEvoy** that Council approve the March Financial Report Operating as presented.

**CARRIED**

**March 2021 Bank  
Reconciliation**

- 103 **Moved by Councillor Ray Prevost** that Council approve the March Bank Reconciliation as presented.

**CARRIED**

**2020 Year End Surplus/Deficit**

At the April 13th Council meeting, Wilde and Company presented the 2020 Financial Statements for the Town of Bonnyville. The 2020 year ended with an unrestricted surplus of \$613,848.00. Policy No. 07-FN-049 provides that the finance department transfer the surplus funds to reserves.

Administration had previously presented, and Council approved several transfers for the 2020 year-end with the exception of the accumulated surplus/deficit. As there could be year-end adjusting journal entries required that could alter this amount, it is best to transfer any funds from a surplus or for a deficit after the financial statements are completed and approved. Administration is recommending that this surplus be transferred as follows:

\$613,848.00    General Capital Reserve    1-6-7097-761

The contribution to Reserves is based on Policy 07-FN-049 which allows for up to 5% of the current year's tax levy to be transferred into Operating Reserves to a maximum of 25% of the total tax levy. As the year-end transfer did reach the maximum 5%, this amount is to be transferred to the General Capital Reserve, as per our Policy.

- 104 **Moved by Councillor Lorna Storoschuk** that Council approve transferring the 2020 accumulated surplus in the amount of \$613,848.00 to the General Capital Reserve.

**CARRIED**

**2021 47<sup>th</sup> Avenue  
Rehabilitation – Tender Award**

A letter was received from Stantec Consulting Limited regarding the tenders that were received for the 2021 47th Avenue Rehab Program. The lowest bidder for this year's work, including Engineering Construction Management, contingency and excluding GST, was E Construction at \$5,177,075.90

This year, Council decided to Pre-Qualify contractors that would be allowed to bid on our 2021 Repair Capital program work. Twenty firms were prequalified and only two submissions were received. The scope of this project is a full



**2021 47<sup>th</sup> Avenue  
Rehabilitation – Tender Award**

street/utility rehab with sidewalk replacement where required on 47th Avenue from 42 Street to 48 Street.

Based on bids that came in last year, our Engineers prepared an OPC (Opinion of Probable Cost) for this years' work which was estimated 15% higher than E Construction's submission. Between the OPC amount and E Construction's price, administration forecasts a difference \$1,016,114.00. This difference, plus other cost savings within the final draft of the Capital Budget, would allow the Town to fully rehab an additional block of road and utilities at Lakeshore Drive and Pontiac Park at an OPC of \$1,237,802. Administration is then recommending that any remaining savings be allocated to reducing the debenture for Reservoir 3 engineering costs.

E Construction has worked in the Town of Bonnyville on our projects for several years and we have always had decent work from them. BEL Construction, the underground subcontractor was also pre-qualified and is an approved contractor in Bonnyville.

- 105 **Moved by Councillor Brian McEvoy** that Council award the 2021 47th Avenue rehab to E Construction Ltd. in the amount of \$4,793,588.80.

**CARRIED**

**2021 Sidewalks Throughout  
Town – Tender Award**

A letter was received from Stantec Consulting Limited regarding the tenders that were received for the 2021 Sidewalks Throughout Town Program. The lowest bidder for this year's work, including contingency and excluding GST, was Signature Contractors based out of Lac La Biche at \$614,086.00.

This year, Council decided to Pre-Qualify contractors that would be allowed to bid on our 2021 Repair Capital program work. Seven concrete firms were prequalified, and three submissions were received.

Based on similar projects from around the province, our Engineers prepared an OPC (Opinion of Probable Cost) for this years' work which was estimated 10% higher than Signature Contractors submission.

While Signature Contractors has not worked in the Town of Bonnyville before, they have been prequalified as they have successfully completed similar projects in the past.

**2021 Sidewalks Throughout  
Town – Tender Award**

- 106 **Moved by Councillor Brian McEvoy** that Council award the 2021 Sidewalks Throughout Town project to Signature Contractors in the amount of \$614,086.00.

**CARRIED**

**BUDGET**

**2021 Final Operational Budget**

Renee Stoyles, General Manager of Corporate Services presented the adjusted Operational Budget for 2021 which has an overall increase of \$56,141.00; all of this increase is due to growth. We had originally planned on a 2% tax dollar increase in the 2021 Interim Operating Budget, that was approved on Dec. 8<sup>th</sup>, 2020, and we were hoping to reduce that to 1% at the time of Final Budget approval (1% = \$79,085.00) should growth be up. However, with the added good news of the surplus in 2020 and the signing of the ICF with the MD of Bonnyville, Administration now feels that there is no need to implement the 1 – 2% tax increase in 2021. Starting in 2022 a phased in tax increase may be required for financial sustainability.

As such, the Draft Operating Budget has a zero percent (0.00%) tax dollar increase in 2021, a total municipal levy of \$7,964,647.00.

In 2020, Council passed Bylaw No. 1503-20, to allow for the division of the Residential Assessments into sub-classes for the 2021 Tax Year. This bylaw was created to allow for the Multi-Family Residential Properties to be divided into a residential sub-class. In 2021, the Multi-Family Assessments equate to 4.82% of all Residential Taxable Assessments. In 2020, Multi-Family assessments made up 4.39%; this is enough of a shift that Administration will be recommending a corresponding shift in mill rates (*Multi-Family Residential will be lower than the Residential Taxable*) when it comes time to pass the mill rate Bylaw.

This proposed Budget also does not include any transfers to General Capital Reserve, however, transfers are proposed to aid in the Town of Bonnyville future financial sustainability as per the 2020 Strategic Plan. For future years, 2022 and 2023 the anticipated transfer to the General Capital Reserve is \$79,085.00 and \$158,170.00, respectively.

- 107 **Moved by Councillor Brian McEvoy** that Council approve a balanced 2021 Operational Budget which includes a 0% percent municipal tax dollar increase and the transition of a Public Works Operator III position to a Shop Supervisor position. Departmental Amortization amounts have not been included but will be added as part of the approved budget.

**CARRIED**



## 2021 Final Capital Budget

Renee Stoyles, General Manager of Corporate Services presented the proposed 2021 Final Capital Budget based on changes from the Interim Capital Budget which was approved December 8th, 2020. Total revenue for Capital Projects for 2021 is anticipated to be \$23,509,771. This includes \$9,822,040 in Grant Funding, \$1,927,112 in Transfer from Reserve, \$545,730 for Debenture Funding (this will be from a future debenture), \$643,162 from Local Improvement Tax (LIT) Revenue and \$10,571,727 (2019 & 2020 ID349 and 2019 IMCP) from Prior Years Grant funding. The Intermunicipal Collaboration Framework with the M.D. of Bonnyville has been approved with a contribution of \$1,500,000 which has been included in the Operating Budget.

Most of the 2020 Projects were deferred to future years and have been included in this draft of the Capital Budget. Funding from ID349, which was signed in 2020 and is awaiting Provincial approval, is included as revenue in this draft of the budget with an offsetting expense to transfer all of it to reserve for future years projects. This will ensure the actual funding and the amount is received prior to allocation of funds to projects as the ID349 and M.D. of Bonnyville do not collect their taxes until fall.

- 108 **Moved by Councillor Rene Van Brabant** that Council approve the 2021 Capital Budget as presented.

**CARRIED**

## BUSINESS

**Bonnyville & District Leisure Facility Corporation – Ratify Community Facility Enhancement Program (CFEP) Grant Letter of Support**

A request was received to submit a Letter of Support to the Bonnyville & District Leisure Facility Corporation for their Community Facility Enhancement Program (CFEP) Grant application for the Agri-plex Renovation project.

Due to the time constraints, the Letter of Support was provided to the Bonnyville & District Leisure Facility Corporation on April 13, 2021, to comply with the grant application deadline.

- 109 **Moved by Councillor Ray Prevost** that Council ratify the Letter of Support provided to the Bonnyville & District Leisure Facility Corporation for their application to the CFEP Grant for the Agri-plex Renovation project.

**CARRIED**

**Ronald McDonald House – Charity Golf Classic**

A request has been received to participate in the Ronald McDonald House Charities 2021 Charity Golf Classic being held on June 19, 2021 at the Cold Lake Golf & Winter Club.



**Ronald McDonald House –  
Charity Golf Classic**

Last year Council registered a team of 4 for \$400.00 and obtained the Kid Hero Sponsorship at a cost of \$500.00 for a total of \$900.00.

This year the price for registering a team has increased to \$500.00.

- 110 **Moved by Councillor Brian McEvoy** that Council register a Team of 4 and obtain a “Hole Sponsorship” package, for a total cost of \$1,000.00.

**CARRIED**

**Business Licensing –  
Economic Development  
Report**

In 2018, a motion was passed instructing Administration to explore what type of information is readily available for an Economic Development Report and provide Council with a report on a quarterly basis. Below is a listing of New and Cancelled Businesses by type for the first quarter of 2021.

In January there were 601 Business License Renewals sent out and to date there remains 61 Renewals outstanding. From October to March, 27 new businesses applied or obtained business licenses. From October to March, there were 25 cancellations of business licenses.

Council accepted this report for information.

Councillor Colbourne declared a conflict with the next Agenda item and left the meeting at 8:21 p.m.

**Funding Request – Bonnyville  
Agricultural Society**

This item was tabled at the April 13, 2021 Council meeting, with decision pending further discussion between Council and the Ag Society.

The Bonnyville Agricultural Society would like to host a virtual Rodeo in the Town of Bonnyville on June 4<sup>th</sup> and 5<sup>th</sup>, 2021. The event has a proposed budget of \$60,000.00. They are proposing to do this while conforming to Alberta Health Services Protocols. To this end, Administration is currently unsure if they have received AHS approval for the event, or if organizers have applied for exemptions to Stage 1 pandemic restrictions, which limit outdoor gatherings to 10.

The Bonnyville Agricultural Society is requesting a donation from the Town in the amount of \$20,000.00; they are also requesting funding from the M.D. of Bonnyville for \$20,000.00 and propose to fundraise or contribute themselves, the other \$20,000.00.



**Funding Request – Bonnyville  
Agricultural Society**

111

**Moved by Councillor Brian McEvoy** that Council approve a donation of up to \$5,000.00 to the Bonnyville Agricultural Society for their Virtual Rodeo pursuant to approval by Alberta Health Services for the event.

**CARRIED**

Councillor Colbourne returned to the meeting at 8:39 p.m.

Renee Stoyles, General Manager of Corporate Services and Jeannine Chornohos, Director of Finance signed out of the meeting at 8:39 p.m.

**COMMITTEE REPORTS**

**Councillor Brian McEvoy**

Councillor McEvoy attended the 2021 AUMA Spring Leaders Conference, the Elected Officials training and the ARB (Assessment Review Board) Course and a special presentation by former Justice Andrea Moen on being a judge.

**Councillor Lorna Storoschuk**

Councillor Storoschuk attended a Public Library Symposium, the 2021 AUMA Spring Leaders Conference, the LICA (Lakeland Industry & Community Association) meeting, the Bonnyville & District Daycare Board meeting, the Bonnyville Historical Society meeting, the Elected Officials training and the FCSS (Family and Community Support Services) Board meeting.

**Councillor Chad Colbourne**

Councillor Colbourne attended the 2021 AUMA Spring Leaders Caucus, the Community Policing Committee meeting, the Economic Development Committee meeting, the Downtown Revitalization Committee meeting, and the Bonnyville & District Leisure Facility Corporation Board meeting at the C2 (Centennial Centre).

**Mayor Gene Sobolewski**

Mayor Sobolewski attended a Provincial Covid meeting, the AHS Community Engagement event, a meeting with Reeve Sawchuk and Fire Chief Jay Melvin regarding BRFA (Bonnyville Regional Fire Authority) projects, a meeting with AHS regarding Vaccines and an update on Covid with Dr. Hinshaw.

He also attended a meeting with MLA Dave Hanson and Reeve Greg Sawchuk regarding the MLA lockdown letter, a meeting with Reeve Sawchuk regarding issues at the Centennial Centre and the BRFA. Mayor Sobolewski also attended a meeting with Staff and Management of the Centennial Centre, the BRFA meeting, a meeting with Youth Mental Health, another AHS Covid update, the Bonnyville & District Leisure Facility Corporation Board meeting at the C2 and the Elected Officials training.



**Councillor Ray Prevost**

Councillor Prevost attended the 2021 AUMA Spring Leaders Conference, the BRFA meeting, a meeting with Father Rene and a Contractor on moving the Church to the Museum, the Lakeland Lodge and Housing Board meeting and the Elected Officials training.

**Councillor Elisa Brosseau**

Councillor Brosseau attended the 2021 AUMA Spring Leaders Conference, a Francophone Network meeting, the BRFA meeting, the ARB (Assessment Review Board) Refresher Course and special presentation by former Justice Andrea Moen on being a judge, the ABMA (Alberta Bilingual Municipalities Association) meeting and the FCSS Board meeting.

**Councillor Rene Van Brabant**

Councillor Van Brabant attended the Bonnyville Agricultural Society meeting, the SPCA meeting and the Lakeland Lodge and Housing meeting.

**CORRESPONDENCE AND INFORMATION**

**Lakeland Crime Reduction Unit Challenge Coin Initiative**

A notice was received informing the Town of the Lakeland Crime Reduction Unit Challenge Coin Initiative. Challenge Coins are primarily used by Military and Police forces throughout the world as a means of showing recognition and gratitude to fellow Members and civilians for their hard work, dedication and contributions to their respective agency, Police force or unit.

Council accepted this for information.

**Letter – Alberta Justice and Solicitor General – Re: Summit on Policing**

A letter was received by Administration from the Minister of Justice and Solicitor General acknowledging the letter sent by the Town regarding the Summit on Policing.

Council accepted this letter for information.

**Proclamation – National Public Works Week – May 17-23, 2021**

Mayor Gene Sobolewski proclaimed May 17 -23, 2021 as National Public Works Week in the Town of Bonnyville.

**Proclamation – National Day of Mourning – April 28, 2021**

Mayor Gene Sobolewski proclaimed April 28, 2021 as National Day of Mourning in the Town of Bonnyville.

**Proclamation – Emergency Preparedness Week – May 2-8, 2021**

Mayor Gene Sobolewski proclaimed May 2 – 8, 2021 as Emergency Preparedness Week in the Town of Bonnyville.



## QUESTIONS

Councillor Prevost asked if Public Works was aware of the graffiti that is on the Splash Park washroom.

Brad Trimble, General Manager of Operations and Engineering, stated that the graffiti will be sandblasted off in the very near future.

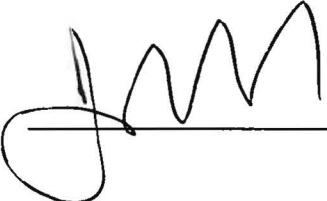
## ADJOURNMENT

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

Time: 9:03 p.m.

## CARRIED

Minutes read and adopted this 11<sup>th</sup> day of May, 2021.

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