

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE TOWN OF BONNYVILLE IN THE PROVINCE OF ALBERTA HELD AT THE TOWN HALL ON TUESDAY, DECEMBER 14, 2021 COMMENCING AT 6:00 P.M.**

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**PRESENT**

Mayor Elisa Brosseau: Councillors David Sharun, Brian McEvoy, Phil Kushnir, Byron Johnson, Kayla Blanchette, Neil Langridge.

**STAFF**

Bill Rogers – Chief Administrative Officer (CAO), Renee Stoyles – General Manager of Corporate Services, Jeannine Chornohos – Finance Director, Brad Trimble – General Manager of Operations and Engineering, Joe Kopala - Acting General Manager of Planning and Community Services, Robynne Henry – Communications Coordinator and Tracy Ghostkeeper – Executive Assistant

**GUESTS**

Virtual:  
Lise Fielding & Clayton Bellamy– Clayton Bellamy Foundation  
Debra Horiachka  
Dana Mugford

**REGULAR MEETING OF COUNCIL**

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

**LONG TERM SERVICE AWARDS**

Bill Rogers, CAO, presented the Long-Term Service Awards to:

Tracy Ghostkeeper – 5 Years  
Dana Mugford – 10 Years  
Debra Horiachka – 10 Years  
Renee Stoyles – 25 Years

Also receiving a Long Service Award, but not present was Chris Oman – 20 Years

**ADOPTION OF AGENDA OF REGULAR COUNCIL MEETING – DECEMBER 14, 2021**

307 **Moved by Councillor Brian McEvoy** that the agenda for the December 14, 2021 Regular Council meeting be adopted as presented.

**CARRIED**

**ADOPTION OF THE REGULAR COUNCIL MEETING MINUTES – NOVEMBER 23, 2021**

308 **Moved by Councillor David Sharun** that the minutes of the November 23, 2021 Regular Council meeting be adopted as presented.

**CARRIED**

## DELEGATION

### **Clayton Bellamy Foundation - Clayton Bellamy and Lise Fielding**

Clayton Bellamy of the Clayton Bellamy Foundation stated that they are a not-for-profit society and are planning on building a performing arts theatre in Bonnyville. They have signed an agreement with the Northern Lights School division for use of the old gymnasium at the Bonnyville Centralized High School. They are going to be renovating the space and are planning on applying for Grants, and they are needing to raise \$500,000.00 which will be matched by the Grants.

They have contacted user groups in the area and there is interest in using this building for things such as recitals, competitions, etc.

They have already raised approximately \$180,000.00 plus in-kind donations.

They also have plans to hire a Part-time Theatre Manager.

Mayor Brosseau asked where the funds have come from for the \$2,500.00 bursary the Foundation has already given out.

Mr. Bellamy answered that those funds came directly from donations to the Foundation, and they are planning to continue with bursaries in the future.

Councillor Johnson asked if all schools in different school divisions will have access to the space.

Mr. Bellamy answered that all schools in all divisions will have access to use the facility.

Councillor Kushnir asked if there is another plan if the Grant funding falls through.

Mr. Bellamy stated that they are working with a Grant Writer on these applications to get as many grants as possible, and that the Foundation is approaching surrounding municipalities as well. They are also relying on community donations and sponsorships.

Councillor Kushnir asked if the Foundation would commit to community activities such as something like a "Shakespeare in the Park" event to give back to the community as well.

Mr. Bellamy stated that they would love to be able to some community events in public areas such as that in the future.

Mayor Brosseau asked Administration to work with the Foundation on the details of their request for a \$100,000.00 donation before the finalization of the Capital Budget.

Mayor Brosseau thanked Clayton Bellamy and Lise Fielding for their presentation and both signed off Zoom at 6:26 p.m.

**MOVE TO MUNICIPAL  
PLANNING COMMISSION  
MEETING**

- 309 **Moved by Councillor Kayla Blanchette** that Council adjourn the Regular Council Meeting and enter into a Municipal Planning Commission Meeting.

Time: 6:27 p.m.

**CARRIED**

**ADJOURN MUNICIPAL  
PLANNING COMMISSION  
MEETING**

- 310 **Moved by Councillor David Sharun** that the Municipal Planning Commission Meeting be adjourned and Council enter into the Regular Meeting of Council.

Time: 6:30 p.m.

**CARRIED**

**BUDGET**

**2022 Interim Operational  
Budget**

The proposed 2022 Interim Operational Budget includes the various reserve transfers that were presented at the Budget Open House on December 7<sup>th</sup>, 2021; this draft includes a 2% Municipal Tax increase, a 2% Utility and Garbage Fee increase, elimination of the reserve transfer to capital for future projects and a transfer from the General Operating Reserve of \$146,044.00 to balance. With these changes from Draft II, the Interim 2022 Operating Budget is a balanced budget.

Other reserve transfers include transferring \$54,446.00 from the Landfill Reserve to fund the Landfill Liability which would be funded from any Year End surplus first; \$1,014,352.00 from the Local Improvement Reserve to fund the annual Local Improvement Taxes (*this is a year-end accounting function*), and \$20,000.00 from the General Reserve to increase funding for Canada Day which was carried over from 2020.

As the Intermunicipal Collaboration Framework (*ICF*) with the MD of Bonnyville was approved in 2020, revenue in the amount of \$1,500,000.00 has been included in this budget for areas of Corporate Services, Protective Services, Transportation, Solid Waste and Recreation.

The Municipal Government Act requires each municipality to pass a balanced Interim Operating Budget prior to December 31<sup>st</sup> annually.

- 311 **Moved by Councillor Phil Kushnir** that Council approve the balanced 2022 Interim Operational Budget as presented.

**CARRIED**

## 2022 Interim Capital Budget

Renee Stoyles, General Manager of Corporate Services presented the proposed 2022 Interim Capital Budget. Administration recently reviewed the capital projects and reprioritized many projects over the next five years to aid in balancing the capital budget. After the projects are reprioritized, Administration is anticipating \$1,116,901.00 in Grant funds from the Province, \$6,136,703.00 in 2022 funding from ID349, the same amount as 2021, revenue from grant applications which we have not yet been informed of the status in the amount of \$2,829,990.00, as well as revenue from a debenture of \$3,862,950.00, local improvement taxes in the amount of \$84,000.00 and reserve transfers for equipment in the amount of \$195,000.00.

From the Open House Draft of the Budget to the Interim Budget, the following changes have been made:

- A revenue line has been added to include a transfer from Reserve to balance the 2022 Interim Capital Budget
- Northpoint Subdivision Upgrades have been deferred to 2025
- Updated Costs have been obtained for 47A Street
- Updated Costs have been obtained for 53 Avenue
- 53 Street Rehab is a new project that is scheduled to be completed in 2023
- 44 Street Rehab is a new project that is scheduled to be completed in 2023
- The Annual Rehab Projects for 2024, 2025 and 2026 have been identified to be 49 Street, 51A Street and 54 Street respectively
- 52 Avenue West Industrial Lift has been deferred to 2023
- 55 Street, 50 Avenue & 52 Avenue Intersections have been deferred to 2024
- 54 Street Rehab has been deferred to 2026
- 46 Street and 54 Avenue Storm Trunk Upgrade has been deferred to 2024
- 46 Street Left Shared Lane has been deferred to 2023
- 50 Avenue Functional Planning Study has been deferred to 2024
- South East Sanitary Forcemain Upgrade has been deferred to 2023
- Storm Trunk Construction has been deferred to 2024 and 2025
- Scalehouse has been deferred to 2025
- FCSS Building has been deferred to 2025
- Library Expansion has been deferred to 2024

As well, any projects not completed in 2021 may be carried over to the 2022 year or deferred until future years. These costs will

## 2022 Interim Capital Budget

be known once the 2021 year-end has been completed and added to the 2022 final budget.

Currently the 2022 Interim Capital Budget has a deficit of \$608,460.00 which is being funded from the General Capital Reserve.

- 312 **Moved by Councillor David Sharun** that Council approve a 2022 Interim Capital Budget by funding the 2022 projects from the General Capital Reserve until the 2021-year end is completed, and the Final Capital Budget is reviewed prior to setting the 2022 Mill Rate.

### CARRIED

## Operating and Capital Plan

Renee Stoyles, General Manager of Corporate Services reviewed the Operating Financial Plan for the years 2022 to 2025 and Capital Plan for the years 2022 to 2026. Section 283.1 of the Municipal Government Act requires municipalities to prepare written financial operating and capital plans. Both the financial operating and capital plans are updated annually to reflect Council's priorities.

- 313 **Moved by Councillor Brian McEvoy** that Council approve the 2022 to 2025 Operating Financial Plan and the 2022 to 2026 Capital Plan with the inclusion of any changes made to the Interim Budgets for 2022.

### CARRIED

## BYLAW

### Bylaw 1290-06 – Records Retention and Disposition Schedule

On a yearly basis Administration will, as part of the audit process for the Bylaw, present to Council a list of changes to Schedule "A" of Bylaw 1290-06 to be amended by resolution. Changes for 2021 are as follows:

- 0300 – Airport – Expired – Airport now under the control of the M.D. of Bonnyville
- 0800 – Family Community Support Services – Activity description updated
- 3300 - Subdivision – Updated with new folders for 2021

- 314 **Moved by Councillor Byron Johnson** that Council approve the changes made in 2021 to - Bylaw No. 1290-06 Schedule "A" – Records Retention and Disposition Bylaw.

### CARRIED

### Bylaw No. 1523-21 a Bylaw to Amend Utility Bylaw No. 1521-21

Amending Bylaw No. 1523-21, a bylaw to amend Bylaw No. 1521-21 respecting Water, Sanitary Sewer and Storm Systems was presented to Council.

**Bylaw No. 1523-21 a Bylaw to Amend Utility Bylaw No. 1521-21**

During the 2022 budget deliberations, Administration suggested a change to the 2022 Proposed Operating Budget to reflect a 2% increase in Utility Fees. Schedule "B" Section 4, of the Bylaw has been revised to reflect this 2% increase.

Utility Rates would increase as follows:

2021 Rates - Utility Service Fee = \$12.63/month  
Consumption Fee = \$2.51/m3

2022 Rates (2% Increase) - Utility Service Fee = \$12.88/month  
Consumption Fee = \$2.56/m3

Increasing the Utility Rates by 2% adds additional revenue of **\$43,142.00.00** to the 2022 Operating Budget. The Utility Rates were last increased in 2019 by 2.1%.

- 315 **Moved by Councillor Brian McEvoy** that Council provide first reading to Amending Bylaw No. 1523-21 – Respecting Water, Sanitary Sewer and Storm Systems with the amendment to Schedule "B" of Bylaw No. 1521-21 to reflect an increase of 2% in Utility Service Fee and Utility Consumption/Usage Fee.

**CARRIED**

- 316 **Moved by Councillor David Sharun** that Council provide second reading to Amending Bylaw No. 1523-21 – Respecting Water, Sanitary Sewer and Storm Systems with the amendment to Schedule "B" of Bylaw No. 1521-21 to reflect an increase of 2% in Utility Service Fee and Utility Consumption/Usage Fee.

**CARRIED**

- 317 **Moved by Councillor Neil Langridge** that Council proceed to third reading to Amending Bylaw No. 1523-21 – Respecting Water, Sanitary Sewer and Storm Systems with the amendment to Schedule "B" of Bylaw No. 1521-21 to reflect an increase of 2% in Utility Service Fee and Utility Consumption/Usage Fee.

**CARRIED UNANIMOUSLY**

- 318 **Moved by Councillor Kayla Blanchette** that Council provide third and final reading to Amending Bylaw No. 1523-21 – Respecting Water, Sanitary Sewer and Storm Systems with the amendment to Schedule "B" of Bylaw No. 1521-21 to reflect an increase of 2% in Utility Service Fee and Utility Consumption/Usage Fee.

**CARRIED**

**Bylaw No. 1524-21 a Bylaw to Amend Garbage Bylaw No. 1076-94**

Amending Bylaw No. 1524-21, a bylaw to amend Bylaw No. 1076-94 respecting Garbage was presented to Council.

As with the Utility Rates, the 2022 Proposed Operating Budget reflects a 2% increase to Garbage Rates. Schedule "C" Section 1, of the Bylaw is being revised to reflect this 2% increase. The increase in Rate would be as follows:

2021 Rates - Garbage Fee = \$12.90/month

2022 Rates (2% Increase) - Garbage Fee = \$13.16/month

Increasing the Garbage Rate by 2% adds additional revenue of **\$6,754.00** to the 2022 Operating Budget. The Garbage Rate was last increased in 2019 by 2.1%.

- 319 **Moved by Councillor Byron Johnson** that Council provide first reading to Amending Bylaw No. 1524-21 – Respecting Garbage with the amendment to Schedule "C" of Bylaw No. 1076-94 to reflect an increase of 2% in the Residential Garbage Fee.

**CARRIED**

- 320 **Moved by Councillor Phil Kushnir** that Council provide second reading to Amending Bylaw No. 1524-21 – Respecting Garbage with the amendment to Schedule "C" of Bylaw No. 1076-94 to reflect an increase of 2% in the Residential Garbage Fee.

**CARRIED**

- 321 **Moved by Councillor Brian McEvoy** that Council proceed to third reading to Amending Bylaw No. 1524-21 – Respecting Garbage with the amendment to Schedule "C" of Bylaw No. 1076-94 to reflect an increase of 2% in the Residential Garbage Fee.

**CARRIED UNANIMOUSLY**

- 322 **Moved by Councillor David Sharun** that Council provide third and final reading to Amending Bylaw No. 1524-21 – Respecting Garbage with the amendment to Schedule "C" of Bylaw No. 1076-94 to reflect an increase of 2% in the Residential Garbage Fee.

**CARRIED**

**FINANCE**

**Ashlin Gymnastics Club – Property Tax Exemption**

Administration received a letter from the Ashlin Gymnastics Club requesting property tax exemption for their property located at 3904-50 Avenue. Section 362 (1) (N) (ii) provides that property used for a charitable or benevolent purpose that is



**Ashlin Gymnastics Club –  
Property Tax Exemption**

held by a non-profit organization and used solely for community games, sports, athletics or recreation for the benefit of the general public is exempt from taxation. However, it is up to the Municipality to make the determination with respect to whether or not the organization meets this criterion.

To assist in this determination, the Property Tax Exemption Regulation has been passed; based on the criteria established in the regulation, it would appear that the Ashlin Gymnastics Club qualifies under this section of the act and therefore would be exempt. The regulation also provides that Council can make the determination with respect to the status of the organization for a period of up to three years.

In previous years, Bonnyville Council has also made this determination, and has exempted the property from all portions of tax. The determination has been for 3 years at a time and as such the property for the past three years has been included in our equalized assessment base as exempt property.

- 323 **Moved by Councillor Neil Langridge** that Council Exempt the property owned by the Ashlin Gymnastics Club at 3904-50 Avenue from all property tax, excluding Local Improvement tax for the years 2022, 2023 and 2024 pursuant to Section 362 (1) (n) (ii) of the Municipal Government Act.

**CARRIED**

**Beaver River Fish and Game  
Association – Property Tax  
Exemption**

Administration received an application from the Beaver River Fish & Game Association requesting property tax exemption for their property located at 4402-54 Avenue. A breakdown of the current taxes applicable to the property is also attached. Section 362 (1) (N) (iii) (B) provides that property used for a charitable or benevolent purpose that is for the benefit of the general public and owned by a non-profit organization is exempt from taxation. However, it is up to the Municipality to make the determination with respect to whether or not the organization is providing a charitable or benevolent purpose.

To assist in this determination, the Property Tax Exemption Regulation has been passed; based on the criteria established in the regulation, it would appear that the Beaver River Fish & Game Association qualifies under this section of the act and therefore would be exempt. The regulation also provides that Council can make the determination with respect to the status of the organization for a period of up to three years.

In previous years, Bonnyville Council has also made this determination, however, have only exempted the property from 50% of the municipal portion of the tax. The determination has only been for 3 years and as such the property is still included



**Beaver River Fish and Game Association – Property Tax Exemption**

in our equalized assessment base and is reflected in the overall school tax requisition that we pay.

- 324 **Moved by Councillor Neil Langridge** that Council Exempt the property owned by the Beaver River Fish & Game Association at 4402-54 Avenue from 50% of municipal tax only for 2022, 2023 and 2024 pursuant to Section 362 (1) (n) (iii) (B) of the Municipal Government Act.

**CARRIED**

**Bonnyville Friendship Centre – Property Tax Exemption**

Administration received an application from the Bonnyville Canadian Friendship Centre requesting property tax exemption for their properties located at 4709-50 Avenue and 4711-50 Avenue. Section 362 (1) (N) (iii) (B) provides that property used for a charitable or benevolent purpose that is for the benefit of the general public and owned by a non-profit organization is exempt from taxation. However, it is up to the Municipality to make the determination with respect to whether or not the organization is providing a charitable or benevolent purpose. These properties have been exempted from property taxes (excluding local improvement taxes) in previous years.

To assist in this determination, the Property Tax Exemption Regulation has been passed; based on the criteria established in the regulation, it would appear that the Bonnyville Canadian Native Friendship Centre qualifies under this section of the act and therefore would be exempt. The regulation also provides that Council can make the determination with respect to the status of the organization for a period of up to three years.

In previous years, the decision made regarding exemption of taxes for these properties was to exempt them from property tax for a period of three years.

- 325 **Moved by Councillor Kayla Blanchette** that Council Exempt the properties owned by the Bonnyville Canadian Native Friendship Centre located at 4709-50 Avenue and 4711-50 Avenue from all property tax, excluding Local Improvement tax, for the years 2022, 2023 and 2024 pursuant to Section 362 (1) (n) (iii) (B) of the Municipal Government Act.

**CARRIED**

**BUSINESS**

**Cancellation of December 28, 2021 Regular Council Meeting**

- 326 **Moved by Councillor Brian McEvoy** that Council cancel the Regular Council Meeting of December 28, 2021 and direct Administration to advertise that the meeting will be cancelled.

**CARRIED**



## **COMMITTEE REPORTS**

### **Councillor Byron Johnson**

Councillor Johnson attended the Bloom CME Council Strategic Planning session, a FCSS (Family and Community Support Services) Board meeting, a Bonnyville & District Daycare Board meeting, a Beaver River Regional Waste Management Commission meeting and the Town of Bonnyville Budget Open House. He also attended the Council Budget Workshop, a dinner with ATCO, the Bonnyville Regional Water Services Commission meeting, a Joint Council meeting with the M.D. of Bonnyville, the Town of Bonnyville Santa Clause Parade and a Bonnyville & District Leisure Facility Corporation meeting.

### **Councillor Neil Langridge**

Councillor Langridge attended the Bloom CME Council Strategic Planning session, a Regional Economic Development Committee meeting, a Community Policing Committee meeting and a Bonnyville Municipal Library Board meeting. He also attended the Town of Bonnyville Budget Open House, the Council Budget Workshop, a dinner with ATCO, the Joint Council meeting with the M.D. of Bonnyville, the Town of Bonnyville Santa Clause Parade and a Northern Lights Library Board Orientation.

### **Councillor David Sharun**

Councillor Sharun attended the Northern Lights Library System Board meeting, the Lakeland Lodge and Housing Board meeting, the Bonnyville Municipal Library Board meeting, the Town of Bonnyville Budget Open House, the Northern Lights Library System Board Orientation, a Joint Council Meeting with the M.D. of Bonnyville and the Town of Bonnyville Santa Clause Parade.

### **Mayor Elisa Brosseau**

Mayor Brosseau attended a Manitoba Bilingual Association Annual General meeting as a guest, the Bloom CME Council Strategic Planning session, a Regional Economic Development meeting and a N.E. Muni-Corr Ltd meeting. She also attended a Bonnyville Regional Fire Authority (BRFA) meeting, a Beaver River Regional Waste Management Commission meeting, the dinner with ATCO, a Community Planning Association of Alberta meeting, the Joint Council meeting with the M.D. of Bonnyville, the Town of Bonnyville Santa Clause Parade and the Lakeland Doctor Recruitment Committee meeting.

### **Councillor Brian McEvoy**

Councillor McEvoy attended the Bloom CME Council Strategic Planning session, the BRFA meeting, the Town of Bonnyville Budget Open House, the Council Budget Workshop, the dinner with ATCO, a Bonnyville Regional Water Services Commission meeting, the Joint Council meeting with the M.D. of Bonnyville, the Town of Bonnyville Santa Clause Parade and the Lakeland Doctor Recruitment Committee meeting.

**Councillor Kayla Blanchette**

Councillor Blanchette attended the Bloom CME Council Strategic Planning session, an FCSS Advisory Board meeting, the FCSS Association Conference (virtual), the Lakeland Lodge and Housing Board meeting and the Town of Bonnyville Budget Open House. She also attended the Council Budget Workshop, the dinner with ATCO, an FCM (Federation of Canadian Municipalities) Webinar on Safety for Women in Leadership, the Joint Council meeting with the M.D. of Bonnyville and the Town of Bonnyville Santa Clause Parade.

**Councillor Phil Kushnir**

Councillor Kushnir attended the LICA (Lakeland Industry & Community Association) meeting, the Bloom CME Council Strategic Planning session, a Regional Economic Development Committee meeting, a BRFA meeting and a Community Policing Committee meeting. He also attended the Town of Bonnyville Budget Open House, the Council Budget Workshop, the dinner with ATCO, the Joint Council meeting with the M.D. of Bonnyville and the Town of Bonnyville Santa Clause Parade.

**QUESTIONS**

No questions asked.

**IN CAMERA**

- 327 **Moved by Councillor Brian McEvoy** that Council close the meeting to the public and move to In-Camera for Council Agenda items 1a) Personnel and 11b) Land as per Section 17, 23 & 27, FOIP.

Time: 7:19 p.m.

**CARRIED**

**OUT OF CAMERA**

- 328 **Moved by Councillor Phil Kushnir** that Council adjourn In Camera and return to the Regular Meeting of Council.

Time: 7:45 p.m.

**CARRIED**

- 329 **Moved by Councillor Kayla Blanchette** that Council appoint Margaret Borders as a Lay Committee member to the Bonnyville & District Leisure Facility Corporation for a term of three years.

**CARRIED**

- 330 **Moved by Councillor Brian McEvoy** that Council appoint Elizabeth Reed as a Lay Committee member to the Assessment Review Board for a term of three years.

**CARRIED**

**ADJOURNMENT**

331 **Moved by Councillor Byron Johnson** that the Regular Meeting of Council be adjourned.

Time: 7:47 p.m.

**CARRIED**

Minutes read and adopted this 11<sup>th</sup> day of January, 2022.

  
Mayor

  
Chief Administrative Officer