

MINUTES OF THE REGULAR COUNCIL MEETING OF THE TOWN OF BONNYVILLE IN THE PROVINCE OF ALBERTA HELD AT THE TOWN HALL ON TUESDAY, APRIL 26, 2022 COMMENCING AT 6:00 P.M.

PRESENT

Mayor Elisa Brosseau; Councillors Brian McEvoy, David Sharun, Phil Kushnir (Virtual), Byron Johnson, Kayla Blanchette, Neil Langridge

STAFF

Bill Rogers – Chief Administrative Officer (CAO), Jeannine Chornohos – Finance Director, Robynne Henry – Communications Coordinator and Tracy Ghostkeeper – Executive Assistant

GUESTS

Nancy Broadbent, College President and Robin Tizzard, Dean Health, Human Services, Business, International, Teaching, Learning & Applied Research (Portage College), Bob Daudelin and Kurt Hartman - Assessment Specialist (Accurate Assessment Group Ltd.), Jon Best (Oilmen's Society) and Michael Menzies (Lakeland Connect).

REGULAR MEETING OF COUNCIL

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

LAND ACKNOWLEDGEMENT

Mayor Brosseau read the following land acknowledgement: As we gather, we are reminded that the Town of Bonnyville is situated on Treaty 6 land, that is steeped in rich Indigenous history and is the traditional homeland and home to First Nations and Métis People today. We respect the histories, languages and cultures of First Nations, Métis and all First Peoples of Canada, whose presence continues to enrich our community.

ADOPTION OF AGENDA OF REGULAR COUNCIL MEETING – APRIL 26, 2022

- 102 Moved by Councillor David Sharun that the agenda for the April 26, 2022 Regular Council meeting be adopted as presented.

CARRIED

ADOPTION OF THE REGULAR COUNCIL MEETING MINUTES – APRIL 12, 2022

- 103 Moved by Councillor Byron Johnson that the minutes of the April 12, 2022 Regular Council meeting be adopted as presented.

CARRIED

DELEGATION

**Accurate Assessment Group
Ltd. – Bob Daudelin**

Bob Daudelin, Accurate Assessment Group, stated that residential assessments in the Town of Bonnyville have decreased from 2020 to 2021 by \$9,572,770.00 and non-residential increased by \$12,587,980.00. He stated that Linear/DIP increased \$249,220.00, Farmland remained unchanged and Exempt increased by \$17,622,880.00 for a total of a 2% increase overall in 2021.

Extensive discussion ensued.

Mayor Brosseau thanked Bob for his presentation and he left the meeting at 6:41 p.m.

**Portage College Update –
Nancy Broadbent and Robin
Tizzard**

Nancy Broadbent, College President and Robin Tizzard, Dean of Health, Human Services, Business, International, Teaching, Learning & Applied Research presented Council with an update on upcoming partnerships and programming for the Portage College.

Discussion ensued.

Mayor Brosseau thanked Nancy and Robin for their presentation and the ladies left the meeting at 6:15 p.m.

FINANCE

**March 2022 Financial Report –
Operating**

104 **Moved by Councillor Phil Kushnir** that Council accept the March 2022 Financial Report – Operating for information.

CARRIED

**March 2022 Financial Report –
Capital**

105 **Moved by Councillor David Sharun** that Council accept the March 2022 Financial Report – Capital for information.

CARRIED

**March 2022 Bank
Reconciliation**

106 **Moved by Councillor Kayla Blanchette** that Council accept the March 2022 Bank Reconciliation report for information.

CARRIED

BUSINESS

**Bonnyville Oilmen's Society
40th Annual Golf Tournament**

Administration received a team application, advertisement and sponsorship information for the upcoming Bonnyville Oilmen's Society 40th Annual Golf Tournament to be held Saturday, June 11, 2022 at the Bonnyville Golf and Country Club. The Town of Bonnyville has not contributed to this event in the past.

**Bonnyville Oilmen's Society
40th Annual Golf Tournament**

- 107 **Moved by Councillor Neil Langridge** that Council purchase a Sponsorship for the Bonnyville Oilmen's Society 40th Annual Golf Tournament being held on June 11, 2022 at a cost of \$1,000.00.

CARRIED

Guest Jon Best left the meeting at 7:21 p.m.

**Ronald McDonald House
Charities – Charity Golf
Classic**

Administration received an invitation to participate in the Ronald McDonald House Charities 2022 Charity Golf Classic being held on June 18, 2022 at the Cold Lake Golf & Winter Club.

In 2021 Council obtained a Hole Sponsorship (which included registration of a team of four) at a cost \$1,000.00.

- 108 **Moved by Councillor Brian McEvoy** that Council register a Team of 4 and obtain a "Hole Sponsorship" package for the Ronald McDonald House Charities – Charity Golf Classic being held at the Cold Lake Golf & Winter Club on June 18, 2022, for a total cost of \$1,000.00.

CARRIED

2022 Regimental Ball

Administration received a letter from Victims Services inviting Council to the Regimental Ball Fundraiser for Bonnyville Victim Services scheduled for September 17, 2022 at the Bonnyville and District Centennial Centre. In prior years Council has purchased two tables for this prestigious event and our recommendation is that two tables be purchased again for this year's event and that spouses be encouraged to attend along with Councillors.

- 109 **Moved by Councillor Kayla Blanchette** that Council purchase two tables of eight for the 2022 RCMP Regimental Ball being held on September 17, 2022 at a cost of \$1,600.00.

CARRIED

Jessie Lake Trail Lighting

The 2022 Capital Budget includes an annual contribution amount towards Jessie Lake trail lighting. The intent of this project is to install trail lighting from 66th St to 55th St and on the North Side of Jessie Lake from 55th St to the end of the trail by little leap park. To break up the costs, this project has been separated into three phases. Phase limits coincide with power supply from nearby sources. Pricing for both 6m and 9m pole options were obtained for each phase and a picture of each design is included in "Appendix A". As shown in "Appendix B", the 9m light can better be described as a streetlight while the 6m is more decorative. Installation will consist of trenching in the grass sections and will be directionally drilled under road

Jessie Lake Trail Lighting

and asphalt. The contractor will be responsible for landscaping when settling occurs. According to Atco, multiple phases can be completed this year if the order is placed early enough.

- 110 **Moved by Councillor Phil Kushnir** that Council award "Phase 3" of the Jessie Lake Trail Lighting Project for the amount of \$270,966.11 with the \$10,966.11 coming from the general capital reserve and also approve an expression of interest and grant application for the "Product Development Fund" through Travel Alberta.

CARRIED

Memorandum – Review of Policy No. 09-FN-056 – Accounting for Tangible Capital Assets

Administration presented Council with a copy of Policy No. 09-FN-056 – Accounting for Tangible Capital Assets for review. This policy provides direction on recognizing, recording, valuing and reporting on Tangible Capital Assets (TCA's) on a consistent basis and in accordance with the Public Sector Accounting Board (PSAB) Handbook Section 3150.

Highlights from this policy include:

- Capital Assets that are owned by the Town through construction, purchase or donation
- Capital Asset Classifications (major and minor)
- Capitalization Thresholds for each Asset Classification
- Treatment of TCA's
- Amortization Method to be used
- Financial Statement Presentation and Disclosures
- Procedures for recording Tangible Capital Assets

Council accepted this policy for information.

Memorandum – Strategic Plan Update

In 2020, Town of Bonnyville Council, in consultation with Tim Duhamel, Bloom Centre for Municipal Education, completed the 2020 to 2024 Strategic Plan. As well, to complement the Council Strategic plan, a Vision Action Plan was also completed which included actions for each of the seven Council priority focus areas. Administration presented an update on the projects/actions that have been complete to date.

Council accepted this Memo for information.

Memorandum - 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 2022.

In January there were 618 Business License Renewals sent out and there remains 116 Renewals outstanding, from

**Memorandum - Business
Licensing - Economic
Development Report**

January to March, there were also 21 cancellations of business licenses.

Council accepted this Memo for information.

COMMITTEE REPORTS

Councillor Phil Kushnir

Councillor Kushnir attended the EOEP (Elected Officials Education Program) webinar, the Bonnyville Regional Fire Authority (BRFA) meeting and the Naming Committee meeting.

Councillor Kayla Blanchette

Councillor Blanchette attended the AHS (Alberta Health Services) 101 Session - Welcome to North Zone Municipalities, a Lakeland Lodge and Housing Foundation meeting, the EOEP webinar, the Naming Committee meeting, the Emergency Management ICS (Incident Command System) 100 training and a Bonnyville & District SPCA meeting.

Councillor Brian McEvoy

Councillor McEvoy attended the AHS 101 Session - Welcome to North Zone Municipalities, a meeting with the Lakeland Catholic School Board, the BRFA Board meeting, the Emergency Management ICS 100 training, a Chief Officers Meeting at the Bonnyville Fire Hall, the ICF (Intermunicipal Collaboration Fund) meetings with the M.D. of Bonnyville and the Fire Chief Association Region 3 meeting.

Mayor Elisa Brosseau

Mayor Brosseau attended the Northeastern Alberta Mayors, Reeves and Indigenous Leaders Caucus in Two Hills, the AHS 101 Session - Welcome to North Zone Municipalities, BRFA Negotiations with AHS, the EOEP webinar, the BRFA Board meeting, the Emergency Management ICS 100 training, a Chief Officers Meeting at the Bonnyville Fire Hall, the ICF Meeting with the M.D. of Bonnyville and the Beaver River Regional Waste Management Commission meeting.

Councillor David Sharun

Councillor Sharun attended The Alberta Seniors & Community Housing Association (ASCHA) Conference, the AHS 101 Session - Welcome to North Zone Municipalities, a Lakeland Lodge and Housing Foundation meeting, the EOEP webinar, and the Naming Committee meeting.

Councillor Neil Langridge

Councillor Langridge attended the Emergency Management ICS 100 training.

Councillor Byron Johnson

Councillor Johnson attended the Bonnyville & District Daycare Board meeting, the AHS 101 Session - Welcome to North Zone Municipalities, the EOEP webinar and a Bonnyville & District Leisure Facility Corporation meeting.

INFORMATION

Receptions & Public Relations Summary

Administration presented the Quarterly Receptions & Public Relations Summary.

Council accepted this Summary for information.

McHappy Day – May 11, 2022

Administration received an invitation for Council to participate in the McHappy Day on May 11, 2022.

Council accepted this invitation for information.

Lakeland Catholic Schools Three Year Capital Plan – 2022-2025

Administration received the Three-Year Capital Plan for 2022-2025 from the Lakeland Catholic Schools.

Council accepted this report for information.

Proclamation – Economic Development Week – May 9-13, 2022

Mayor Brosseau proclaimed May 9 – 13, 2022 as Economic Development Week in the Town of Bonnyville.

Proclamation – National Public Works Week – May 15-21, 2022

Mayor Brosseau proclaimed May 15 – 21, 2022 as National Public Works Week in the Town of Bonnyville.

QUESTIONS

Councillor Blanchette asked to acknowledge the work of Administration Staff as April 27th was Administrative Professionals Day.

Councillor Phil Kushnir declared a conflict with "In Camera" item 11a) and left the meeting by signing off zoom at 8:05 p.m.

In addition to Council, not including Councillor Kushnir, present, Bill Rogers, CAO attended the In-Camera session to provide Administrative and Procedural support.

IN CAMERA

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

Time: 8:05 p.m.

CARRIED

OUT OF CAMERA

- 112 **Moved by Councillor Kayla Blanchette** that Council adjourn In Camera and return to the Regular Meeting of Council.

Time: 8:28 p.m.

CARRIED

- 113 **Moved by Councillor Byron Johnson** that Council approve the 2022- 2024 AUPE Agreement as presented.

CARRIED


ADJOURNMENT

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

Time: 8:30 p.m.

CARRIED

Minutes read and adopted this 10th day of May, 2022.



Mayor



Chief Administrative Officer