

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE
TOWN OF BONNYVILLE IN THE PROVINCE OF ALBERTA HELD
AT THE TOWN HALL ON TUESDAY, AUGUST 23, 2022
COMMENCING AT 6:00 P.M.**

PRESENT

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

STAFF

Bill Rogers – Chief Administrative Officer (CAO), Renee Stoyles – General Manager of Corporate Services, Brad Trimble - General Manager of Operations and Engineering, Jeannine Chornohos – Finance Director, Mark Laver - Economic Development Officer, Robynne Henry – Communications Coordinator, Tracy Ghostkeeper – Executive Assistant

GUESTS

Caitlyn Blake

**REGULAR MEETING OF
COUNCIL**

Mayor Elisa Brosseau called the Regular Meeting of Council to order at 6:00 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 – AUGUST 23, 2022**

215 **Moved by Councillor Phil Kushnir** that the agenda for the August 23, 2022, Regular Council meeting be adopted with the following addition:

6f) Request for Decision – 41A / 44 Avenue Street Rebuild

CARRIED

**ADOPTION OF THE REGULAR
COUNCIL MEETING MINUTES
– JULY 12, 2022**

216 **Moved by Councillor David Sharun** that the minutes of the July 12, 2022 Regular Council meeting be adopted as presented.

CARRIED

FINANCIALS

June and July 2022 Financials 217 **Moved by Councillor Kayla Blanchette** that Council accept the June and July Capital, Operating and Bank Reconciliation 2022 Financials for information.

CARRIED

BUSINESS

**Appointment – Deputy Mayor
– August 16, 2022 – May 31,
2023 – Kayla Blanchette**

Councillor Kayla Blanchette was sworn in as Deputy Mayor for the term of August 16, 2022 to May 31, 2023.

**Bonnyville Friendship Centre
Men's Shelter - Funding**

The Bonnyville Friendship Centre (BFC) currently administers the Men's Shelter which is located within the Town of Bonnyville. In 2021 the Town contributed \$15,000.00 to this program. During budget delegation requests for the 2022 fiscal year, the BFC requested \$35,000.00 from the Town for this program should the funding be needed. The BFC has been operating the shelter since September 2020 with funding from the Community Initiatives Program. These grant funds were exhausted as of September 2021.

An email was received by Administration on August 9th, 2022 from Janet Gobert, Community Initiatives Coordinator with the Bonnyville Friendship Centre (BFC) requesting funding assistance for the BFC Men's Shelter from the Town. The total amount included in the 2022 operating budget for this program is \$35,000.00. BFC is currently awaiting applications to open for grant streams to aid in funding this program and will continue to investigate alternative funding avenues for this program.

218 **Moved by Councillor Brian McEvoy** that Council approve the request for funding from the Bonnyville Friendship Centre and release funds in the amount of \$35,000.00 for the Men's Shelter program.

CARRIED

2023 Budget Delegations

The Town of Bonnyville contributes annually to many community organizations for the purpose of sponsoring events, the provision of operating grants for the services that these organizations provide and repair and maintenance agreements, to name a few. Any requests that are in excess of \$1,000.00 are asked to appear as a delegation at a Council meeting in the fall to present their requests for the next budget year.

For Budget 2023, 18 Community Organizations received letters to appear as a budget delegation to present their requests to Council at a fall meeting. In past years, budget delegations were scheduled for two meetings. Due to the

2023 Budget Delegations

number of delegations this year Administration would like to recommend alternative options for Council to hear these requests. Options for Council's consideration include:

Option #1 – Invite delegations to the September Regular Council Meetings and the first Regular Council Meeting in October. This option would add one extra meeting and for the 2023 Budget Delegations would see an estimate of 6 Delegations per meeting.

Option #2 – Schedule two to three Special Council Meetings in the evening or during the workday in September specifically for the 2023 Budget Delegations.

Option #3 – Review the Budget Delegation list and pare down the number of Delegations to appear at a meeting and add the delegation requests to the budget automatically for Council's consideration.

- 219 **Moved by Councillor Phil Kushnir** that Council approve up to three Special Council Meetings for the purpose of scheduling the 2023 Budget Delegations.

CARRIED

Policy No. 03-FN-035 Travel Expense Claim Procedures

Town of Bonnyville Administration submits to Council on a monthly basis, a policy or bylaw for review. This is to provide transparency to Council and the Public on Town operations.

As policies are selected to add to the Council agenda, Administration has been providing an initial review to ensure these documents are up to date with the Town's current procedures. After review of Policy No. 03-FN-035 – Travel Expense Claim Procedures, a few wording changes were noted to ensure the policy reflects the Town's current practices. The following revisions have been included in Policy No. 03-FN-035:

- The term "Employee" has been updated to "Staff and Council" where applicable throughout the policy and attached Appendix "A"
- Procedures under Training and Development have been updated to reflect current practices
- Procedures under Meetings have been updated to reflect current practices

- 220 **Moved by Councillor Byron Johnson** that Council amend Policy No. 03-FN-035 – Travel Expense Claim Procedures as presented.

CARRIED

**Policy No. 22-PW-081 Snow
Removal Policy**

In an effort to improve service delivery and communication with residents, Council had previously asked Administration to update and modernize snow removal policy 00-PW-003, which could be amended to include service timelines. The policy now includes the following:

Timelines

Proposed Policy 22-PW-081 includes projected timelines based on current operational projections and budgets. These timelines should also serve as a reliable baseline for future service level improvement discussions, should they become necessary.

Prioritization

Roads are categorized by usage and type and are classified as being one of five priorities. Higher ranking roads such as major arterials, emergency routes and collector roads will typically be cleared before lower prioritized roads, such as residential streets and alleyways.

Level of Snow Trigger

The operational plan is to remove snow from roadways as it accumulates with in-house resources, with the option to include contracted equipment if necessary.

- 221 **Moved by Councillor Brian McEvoy** that Council approve Snow removal Policy No: 22-PW-081 with the change of "bus routes" to "school access routes" and the addition of "Town App and Media Partners" to Section 4.5 and repeal Snow Removal Policy No:00-PW-003.

CARRIED

**41A / 44 Avenue Street
Rebuild – WALK ON**

Constructed in 1980, the section of road was planned in this year's Roads Program for an overlay treatment because the driving surface had deteriorated with little indication of base problems or had few water breaks. After asphalt removals occurred, staff and engineers completed an inspection and discovered damage to the road base. To extend the life of the road and to achieve best value it was recommended that the road be rebuilt and cement stabilized before being overlayed.

Extensive discussion ensued.

- 222 **Moved by Councillor Brian McEvoy** that Council direct Administration to rebuild 41 A Street/ 44 Avenue this year with the funding to come from a combination of cost savings from other Capital Projects, contingency funds and the General Capital Reserve.

CARRIED

COMMITTEE REPORTS

Councillor Byron Johnson

Councillor Johnson attended the Events Committee meeting, the Conversation about Healthcare in Alberta meeting with the Minister of Health, a Bonnyville & District Historical Society meeting, the Bonnyville & District Leisure Facility Corp meeting and an event at the Bonnyville Hive Youth Hub. He also attended the Kehewin Powwow Grand March, another Bonnyville & District Historical Society meeting, a Council gathering at Councillor Sharun's home and another Events Committee meeting.

Councillor Neil Langridge

Councillor Langridge attended the Events Committee meeting, the Conversation about Healthcare in Alberta meeting with the Minister of Health, the Bonnyville Chamber of Commerce Corporate Challenge Texas Golf Scramble, the Future of Contract Policing Webinar and another Events Committee meeting.

Councillor David Sharun

Councillor Sharun attended the Cold Lake Airshow, the Conversation about Healthcare in Alberta meeting with the Minister of Health, the Kehewin Powwow Grand March, a Lakeland Lodge and Housing Strategic Planning Session, a regular Lakeland Lodge and Housing meeting and the Future of Contract Policing Webinar.

Mayor Elisa Brosseau

Mayor Brosseau attended the Conversation about Healthcare in Alberta meeting with the Minister of Health, the Bonnyville Centennial Centre Sponsorship Event for the Graham Field House, the Dr. Margaret Savage Open House, a Bonnyville Regional Fire Authority (BRFA) meeting, a Bonnyville & District Leisure Facility Corp meeting and a meeting with the Alberta Health Services Promotion Facilitator. She also attended a NE Muni-Corr Ltd meeting with the Town of St. Paul and City of Cold Lake, the Kehewin Powwow Grand March, a meeting with the Indian Metis Rehabilitation Centre, the Bonnyville Chamber of Commerce Corporate Challenge Texas Golf Scramble, the Frog Lake First Nation Powwow, a BRFA special meeting, a meeting with the City of Cold Lake's Mayor and CAO, the APEGA Lakeland Golf Tournament, the NE Muni Corr Golf Tournament and meeting and the Future of Contract Policing Webinar.

Councillor Kayla Blanchette

Councillor Blanchette attended the Events Committee meeting, the Cold Lake Airshow, the Conversation about Healthcare in Alberta meeting with the Minister of Health, took part in the Mental Health First Aid course, had a visit with the residents at Bonnylodge, attended the Bonnyville Friendship Centre for a Tour and an event at the Bonnyville Hive Youth Hub. She also attended the Kehewin Native Dance Theater presentation of "Dancing Under the 13 Moons" and the

Councillor Kayla Blanchette

Lakeland Society for Truth and Reconciliation presentation of the play "You used to call me Marie", a meeting with a Westlock Town Councillor and FCSS Coordinator, Lakeland Lodge and Housing Strategic Planning Session, a regular Lakeland Lodge and Housing meeting, an SPCA meeting and the Events Committee meeting.

Councillor Brian McEvoy

Councillor McEvoy attended the Bonnyville Agricultural Society meeting, the Cold Lake Airshow, the Conversation about Healthcare in Alberta meeting with the Minister of Health, the Dr. Margaret Savage Open House, the BRFA meeting and the Future of Contract Policing Webinar.

Councillor Phil Kushnir

Councillor Kushnir attended the Cold Lake Airshow, the Conversation about Healthcare in Alberta meeting with the Minister of Health, the Dr. Margaret Savage Open House, the BRFA meeting, the Alberta Sports Stakeholder Engagement and the Kehewin Powwow Grand March. He also attended the Iron River Hall Firehall Farewell for two members, the Bonnyville Chamber of Commerce Corporate Challenge Texas Golf Scramble, the BRFA Special meeting and the Future of Contract Policing Webinar.

INFORMATION

Letter – Ukrainian Canadian Congress Alberta Provincial Congress – Ukrainian Independence Day August 24, 2022, and Alberta Ukrainian Heritage Day September 7, 2022.

Administration received a letter from Orysia Bychuk, President of the Ukrainian Canadian Congress Alberta Provincial Council informing the Town that Ukrainian Independence Day is August 24, 2022, and Alberta Ukrainian Heritage Day is September 7, 2022.

Council accepted this letter for information.

Overdose Awareness Day – August 31, 2022

An email was received from Danielle Larsen, Health Promotion Facilitator with Alberta Health Services informing the Town that August 31, 2022 is International Overdose Awareness Day.

Council accepted this timeline for information.

Kiev's-K-Hi – Thank You Letter

Administration received a letter from Kiev's-K-Hi Ukrainian Youth Camp thanking the Town for the donation towards their camp this year.

Council accepted this report for information.

Bonnyville Chamber of Commerce – Grand Opening at New Location

An invitation was received inviting Council to attend the Grand Opening of the new location for the Bonnyville Chamber of Commerce on Friday September 9th at 2 p.m.

Council accepted this invitation for information.

Appendix "A"

Applicable policies related to Requests for Decisions will be inserted here to assist Council when making decisions based on financial requests.

QUESTIONS

Councillor Johnson asked for an update on the Construction in Town.

Brad Trimble, General Manager of Operations and Engineering, stated that the Road Repair and Maintenance program is scheduled to be complete on September 15. The Rehab program is in various stages but should be wrapping up by the end of the month, and the 7-11 Trail will also be wrapped up by October 15, 2022.

Councillor Johnson asked if it would be possible to suggest to future contractors when they are building to leave a suite or two unfinished to accommodate for a disabled tenant, as he knows of a person trying to move to Bonnyville but having difficulties finding appropriate accommodations.

Bill Rogers, CAO, stated this is something that the Town can encourage future builders to consider.

Councillor Langridge stated that he has received very positive comments regarding the new outdoor gym and thanked the Public Works staff for all of their hard work putting it together.

Councilor Blanchette asked if the trail along Gurneyville Road is on the schedule for repairs this year.

Brad Trimble, General Manager of Operations and Engineering, stated that there is some work that is scheduled to be completed this year in that area.

In addition to Council, Bill Rogers, CAO, Renee Stoyles, General Manager of Corporate Services, Brad Trimble - General Manager of Operations and Engineering and Mark Laver, Economic Development Officer attended the In-Camera session to provide Administrative and Procedural support.

IN CAMERA

- 223 **Moved by Councillor Phil Kushnir** that Council close the meeting to the public and move to In-Camera for Council Agenda item 10a) Land – FOIP Sections (16), (25) and (27) 10b) Land – FOIP Sections (16), (25) and (27) 10C) Personnel – FOIP Sections (17) and (27)

Time: 7:04 p.m.

CARRIED

OUT OF CAMERA

- 224 **Moved by Councillor David Sharun** that Council adjourn In Camera and return to the Regular Meeting of Council.

Time: 8:15 p.m.

CARRIED

- 225 **Moved by Councillor Kayla Blanchette** that Council appoint Nicole Garner to the FCSS Advisory Board as a Lay Member for a Term of Three years.

CARRIED

ADJOURNMENT

- 226 **Moved by Councillor David Sharun** that the Regular Meeting of Council be adjourned.

Time: 8:16 p.m.

CARRIED

Minutes read and adopted this 15 day of September, 2022.



Mayor



Chief Administrative Officer