

**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE TOWN OF BONNYVILLE**



Tuesday, January 28, 2025
6:00 p.m.
Council Chambers
4917 49 Avenue
Bonnyville, Alberta

- PRESENT:** Mayor Elisa Brosseau, Councillor Kayla Blanchette, Councillor Brian McEvoy, Councillor Byron Johnson, Councillor Neil Langridge
- STAFF:** Renee Stoyles - Acting Chief Administrative Officer, Jeannine Chornohos - Finance Director, Brad Trimble - General Manager of Operations and Engineering, Dan Heney - General Manager of Planning and Community Services, Tracy Ghostkeeper - Executive Assistant, Robynne Henry - Communications Coordinator
- REGRETS:** Councillor David Sharun and Councillor Phil Kushnir
- GUESTS:** CAO Daren Sandbeck, Bonnyville Regional Fire Authority
Lise Fielding, Louise Bellamy, Michael Topykli and Clayton Bellamy - Clayton Bellamy Foundation

1. CALL TO ORDER

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

2. INDIGENOUS 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.

3. ADOPTION OF THE AGENDA

Motion No. 025

Moved by: Councillor Kayla Blanchette

THAT the agenda for the January 28, 2025 Regular Council meeting be adopted as presented.

CARRIED

4. ADOPTION OF THE MINUTES

4.a Council Meeting Minutes - January 14, 2025

Motion No. 026

Moved by: Councillor Byron Johnson

THAT the minutes of the January 14, 2025 Regular Council meeting be adopted as presented.

CARRIED

5. DELEGATION

5.a Clayton Bellamy Foundation - Lise Fielding and Clayton Bellamy

Clayton Bellamy and Lise Fielding, Strathcona Performing Arts Centre, provided Council with an update on the construction progress and financial status of the Centre for Performing Arts. They reported that approximately \$1,100,000.00 is still required to complete the project. To date, the School Board has guaranteed a loan in the amount of \$300,000.00 and they are requesting that the Town of Bonnyville act as a guarantor for a loan of up to \$800,000.00 from the Lakeland Credit Union.

They also noted that they are awaiting the results of their CFEP Grant application, which, if successful, could be an amount up to \$500,000.00. Additionally, potential sponsors have expressed willingness to contribute but are seeking assurance that the project will be completed.

Councillor Blanchette inquired about the impact of this request on the Town's borrowing capacity.

Interim CAO Renee Stoyles confirmed that acting as a guarantor would reduce the Town's borrowing capacity by the amount of the loan.

Council engaged in extensive discussion on the matter.

Mayor Brosseau thanked the delegation for their presentation, and the group left the meeting at 6:26 p.m.

6. BYLAWS

6.a Bylaw No. 1589-25 – Multiunit Housing Incentive Grant Bylaw

At the January 21st, 2025, Governance and Priorities Committee meeting, Administration presented a draft Multiunit Housing Incentive Grant Bylaw for review. Recommendations and amendments from the Committee have been included in the bylaw presented.

Bylaw No. 1589-25, provides a reimbursement grant of \$10,000 for each new dwelling unit constructed to a maximum of 50 units. The units would consist of new developments with two or more dwelling units that are constructed on R3 or R4 zoned property. The grant would be provided to the Owner once the construction is complete and an occupancy permit has been issued with no deficiencies. The timeline for completing the project is 24 months after the building/development permit has been issued. This Bylaw

has an end term of December 31st, 2025, and the program would be reviewed annually during budget season.

Motion No. 027

Moved by: Councillor Brian McEvoy

THAT Council provide first reading to Bylaw No. 1589-25 the Multiunit Housing Incentive Grant Bylaw.

CARRIED

6.b Bylaw No. 1590-25 – Taxation of Exempt Property Bylaw

At the Governance and Priorities Committee meeting on January 21, 2025, the Committee directed Administration to draft a bylaw to make properties defined as affordable housing by the Ministry of Seniors, Community and Social Services taxable as per MGA 363(3).

This bylaw is effective on January 1st, 2025, and therefore applies to the 2025 taxation year. The bylaw falls under the premise of section 363(3) of the MGA, therefore section 363(5), requiring a one year waiting period to come into effect, does not apply as confirmed by Administration with Municipal Affairs on January 22, 2025.

Motion No. 028

Moved by: Councillor Kayla Blanchette

THAT Council provide first reading to Bylaw No. 1590-25 – Taxation of Exempt Property Bylaw.

CARRIED

Motion No. 029

Moved by: Councillor Neil Langridge

THAT Council provide second reading to Bylaw No. 1590-25 – Taxation of Exempt Property Bylaw.

CARRIED

Motion No. 030

Moved by: Councillor Byron Johnson

THAT Council proceed to third and final reading of Bylaw No. 1590-25 – Taxation of Exempt Property Bylaw.

CARRIED UNANIMOUSLY

Motion No. 031

Moved by: Councillor Brian McEvoy

THAT Council provide third reading to Bylaw No. 1590-25 – Taxation of Exempt Property Bylaw.

CARRIED

6.c Bylaw No 1587-25 - The Water and Sewer Bylaw

At the January 21, 2025 Governance and Priorities Council meeting Administration presented a Draft Water and Sewer Bylaw for review. The Water and Sewer Bylaw is being updated to improve service delivery and communication with residents. Recommendations and amendments from the Committee have been included in Bylaw No. 1587-25.

The Water and Sewer Bylaw No. 1393-12 was last adopted in 2012 and is due for updating to reflect current practices, new vocabulary, to reference current legislation and to increase fine amounts for contraventions of the Bylaw.

A few proposed details include the introduction of prohibited materials, formalizing the practice of “hot tapping” for water service connections, reading meters monthly, the removal of language around coins for bulk water usage and references the most recent version of the Alberta Roadbuilders and Heavy Construction Association rates for custom work.

The new bylaw also introduces the use of service fees for all paper utility account invoices, and the use of the sewer camera. Parameters for sector specific pretreatment have also been included along with a standard severability provision if any sections are declared unenforceable by a court.

Motion No. 032

Moved by: Councillor Byron Johnson

THAT Council provide first reading to Water and Sewer Bylaw No. 1587-25.

CARRIED

7. FINANCE

7.a Financial Report – December 2024

Administration presented the monthly financial report for December 2024.

Motion No. 033

Moved by: Councillor Brian McEvoy

THAT Council accept the December 2024 Financial Report as presented.

CARRIED

8. BUSINESS

8.a Health Professions Attraction and Retention Committee – Terms of Reference

The Health Professions Attraction and Retention Committee (ARC) held its first meeting on January 20th, 2025. This committee replaces the previous Dr. Recruitment Committee.

During this meeting, the committee reviewed the Terms of Reference, which states that the purpose of the committee is to develop and support a sustainable system for health professional attraction and retention that will ensure ongoing health-care services to the community.

Motion No. 034

Moved by: Councillor Brian McEvoy

THAT Council approve the Health Professions Attraction and Retention Committee Terms of Reference as presented.

CARRIED

8.b Request for Waiver of Property Taxes – Orphan Well Association

Administration received a letter from the Orphan Well Association (OWA) requesting that the property taxes be waived for the properties acquired by the OWA for the decommissioning of the Trican Well located in the 4500 block between 45th and 46th Avenues. After a review by the OWA on the options to decommission the Trican Well, it has been determined that the best course of action is to re-enter the well with a drilling rig. To do this, several homes need to be removed to facilitate this process including 4422-46 Avenue, 4502-46 Avenue, Unit 107, 4407-45 Avenue and Unit 108, 4408-47 Avenue. Purchases of two of the properties have closed and the OWA is in discussions with the remaining two properties.

It was discussed that Council would like to have more information on the timeline of the demolitions of the purchased properties before deciding on this item.

Motion No. 035

Moved by: Councillor Brian McEvoy

THAT Council table the request to cancel the municipal portion of the property taxes for the OWA (Orphan Well Association) to a future Council meeting in order to obtain more detailed information.

CARRIED

8.c Alberta Advantage Immigration Program – Rural Renewal Stream

The Town of Bonnyville became a designated Rural Renewal Stream (RRS) community, under the Alberta Advantage Immigration Program (AAIP) in October of 2023. Since that time, the Economic Development Officer has written 300 referral letters and responded to 150 email/telephone inquiries on the program. Roughly 275 jobs have been filled through the RRS program.

In September 2024, the GOA (Government of Alberta) made changes to the AAIP program that have significantly affected the efficiency and viability of the RRS program.

A review of other RRS designated communities shows that communities have either paused or closed their program until they have a better picture of how these provincial changes affect their programs.

Motion No. 036

Moved by: Councillor Brian McEvoy

That Council pause the Rural Renewal Stream program and refer this item to the Economic Development Committee for further discussion.

CARRIED

8.d Ratify Letter of Support for the Lakeland Society for Truth and Reconciliation Grant Application

The Lakeland Society for Truth and Reconciliation requested a letter of support from the Town of Bonnyville to accompany their application for funding through Heritage Canada. The grant aims to support activities for the National Day for Truth and Reconciliation in 2025, fostering education, cultural awareness, and community reconciliation.

A letter of support was provided to the Lakeland Society for Truth and Reconciliation to meet the application deadline for their Heritage Canada Grant Application. Ratification of this letter is required to formalize Council's endorsement of this initiative.

Motion No. 037

Moved by: Councillor Byron Johnson

THAT Council ratify the Letter of Support for the Lakeland Society for Truth and Reconciliation's Heritage Canada Grant application.

CARRIED

8.e Ratify Letter of Support for The Hive by Kickstand Bonnyville's Youth Mental Health Fund Application

The Bonnyville Primary Care Network (PCN) and The Hive Youth Hub by Kickstand Bonnyville have collaborated on a comprehensive initiative aimed at expanding youth mental health services.

The project represents a significant investment in supporting youth by improving The Hive's youth-friendly space, creating streamlined referral networks, and fostering collaboration between families, educators, and service providers.

A letter of support was provided to The Hive to meet the application deadline for their Youth Mental Health Fund Application. Ratification of this letter is required to formalize Council's endorsement of this initiative.

Motion No. 038

Moved by: Councillor Kayla Blanchette

THAT Council ratify the Letter of Support for The Hive by Kickstand Bonnyville’s application to the Youth Mental Health Fund.

CARRIED

8.f Clayton Bellamy Foundation for the Arts – Request to Guarantee a Loan

Administration received a letter from Brent Mattice, Board Member of the Clayton Bellamy Foundation for the Arts requesting the Town to guarantee a loan in the amount of \$800,000.00 to assist with the payment of outstanding payables associated with the construction of the Strathcona Performing Arts Centre located within the Bonnyville Centralized High School.

The Foundation has been negotiating with the Lakeland Credit Union with respect to the terms of the loan. The term of the loan is for 12 months with an interest rate of prime plus 0% (currently 5.45%). The repayment terms state that the interest on the outstanding balance is to be paid monthly with the principal amount due at maturity. As this is a demand loan the lender can demand repayment as any time, and the borrower can repay the loan at their convenience.

The total amount of the loan is \$1,100,000.00 with security of \$300,000.00 provided for by the Northern Lights School Division. The Foundation has applied for a Community Facility Enhancement Program (CFEP) grant in the amount of \$500,000.00 which they are currently waiting to hear the status on. The Foundation included a repayment plan which includes \$500,000.00 from the CFEP grant, \$400,000.00 from sponsorships and \$200,000.00 from the fundraising gala in 2025. If the CFEP Grant is unsuccessful, the Foundation has stated that it will take longer to repay the loan and would use future money from the fundraising gala, as well as work with the Credit Union to review the terms should the Town guarantee the loan.

Extensive discussion ensued.

Motion No. 039

Moved by: Councillor Byron Johnson

THAT Council move this item to In Camera 12 g. Legal FOIP Sections (16), (21), (25) and (27) to discuss the Legal ramifications of this item.

CARRIED

Brad Trimble, General Manager of Operations, left the meeting at 7:02 p.m.

9. COMMITTEE REPORTS

Councillor Byron Johnson attended the Town of Bonnyville Events Committee meeting, the Bonnyville & District Historical Society Board meeting, an FCSS (Family & Community Support Services) Board meeting, the Town of Bonnyville Governance and Priorities Committee meeting, CAO Bill Rogers Retirement Party, the Bonnyville Friendship Centre's Services in Bloom Brunch, a Bonnyville & District Leisure Facility Board meeting and the Stantec Master Plan - Area 2 Discussion.

Councillor Neil Langridge attended the Town of Bonnyville Events Committee meeting, the Town of Bonnyville Governance and Priorities Committee meeting, CAO Bill Rogers Retirement Party, the Bonnyville Friendship Centre's Services in Bloom Brunch and the Stantec Master Plan - Area 2 Discussion.

Councillor Brian McEvoy attended the BRFA (Bonnyville Regional Fire Authority) Board meeting, the Health Professions Attraction and Retention Committee meeting, the Governance and Priorities Committee meeting, the Hive by Kickstand Bonnyville Engagement Session, CAO Bill Rogers Retirement Party, the Bonnyville Friendship Centre's Services in Bloom Brunch and the Stantec Master Plan - Area 2 Discussion.

Mayor Elisa Brosseau attended the BRFA Board meeting, an Alberta's Lakeland Destination Marketing Organization meeting, the Health Professions Attraction and Retention Committee meeting, the Hive by Kickstand Bonnyville Engagement Session, CAO Bill Rogers Retirement Party, the Bonnyville Friendship Centre's Services in Bloom Brunch, a Bonnyville & District Leisure Facility Board meeting and the Stantec Master Plan - Area 2 Discussion.

Councillor Kayla Blanchette attended the Town of Bonnyville Events Committee meeting, a webinar on living wage hosted by the FCSSAA (Family & Community Support Services Association Of Alberta), an FCSSAA Finance Committee Meeting, a Bonnyville & District FCSS Board Meeting, a lunch with Alberta Municipalities President Tyler Gandam, the Governance and Priorities Committee meeting, the Hive by Kickstand Bonnyville Engagement Session, CAO Bill Rogers Retirement Party, the Bonnyville Friendship Centre's Services in Bloom Brunch, an SPCA Policy Committee meeting and the Stantec Master Plan - Area 2 Discussion.

10. **CORRESPONDENCE**

10.a **Memorandum - BRFA - Relocation to North Star Update**

Administration received a letter from the BRFA with an update on the relocation to the North Star building.

Council accepted this Memorandum for information.

10.b **Letter - WJS Name Change to Taproot Community Support Services**

Administration received a letter from WJS Canada informing the Town that in February 2025 they will be officially changing their name from W.J. Stelmaschuk & Associates (WJS Canada) to Taproot Community Support Services.

Council accepted this letter for information.

10.c **Business Licensing Report - October - December 2024**

Administration presented Council with the Business Licensing Report which stated that In January 2024, there were 687 Business License Renewals sent out and to date there remains 49 renewals outstanding. From October to December, 8 new businesses applied for or obtained business licenses and 1 business cancelled their business license.

Council accepted this report for information.

10.d Strategic Plan Update - 2024 Fourth Quarter

Administration presented Council with a Strategic Plan Update on each of the five Council priority focus areas; Economic Growth, Recreation and Wellness, Communications Strategy, Value Added Services and Service Excellence.

Council accepted this Memorandum for information.

11. QUESTIONS

No questions were asked.

12. IN CAMERA

In addition to Council, Renee Stoyles, Interim CAO, attended the In Camera session to provide Administrative and Procedural support.

Motion No. 040

Moved by: Councillor Kayla Blanchette

THAT Council close the meeting to the public and move to In-Camera for Council Agenda Item(s):

- 12.a Land - FOIP Sections (21) & (27)
- 12.b Legal - FOIP Sections 16) & (27)
- 12.c Land - FOIP Sections (16), (21), (25) & (27)
- 12.d Land - FOIP Sections (16), (21), (25) & (27)
- 12.e Personnel - FOIP Sections (17) & (27)
- 12.f Land - FOIP Sections (17) & (27)
- 12.g Walk On - Legal - FOIP Sections (16), (21), (25) & (27)

Time: 7:07 p.m.

CARRIED

13. OUT OF CAMERA

Motion No. 041

Moved by: Councillor Brian McEvoy

THAT Council adjourn In Camera and return to the Regular Meeting of Council.

Time: 8:44 p.m.

CARRIED

14. BUSINESS ARISING FROM CLOSED SESSION

Motion No. 042

Moved by: Councillor Kayla Blanchette

THAT Council terminate the Agreement with AB Counsel.

CARRIED

Motion No. 043

Moved by: Councillor Neil Langridge

THAT Council approve the Senior CPO Position for the Town of Bonnyville.

CARRIED

15. ADJOURNMENT

Motion No. 044

Moved by: Councillor Kayla Blanchette

THAT the Regular Meeting of Council be adjourned.

Time: 8:45 p.m.

CARRIED

Minutes read and adopted this _____ day of _____, 2025.

Mayor

Interim Chief Administrative Officer