

Council Action Report - April 9, 2024

Agenda Item	Description	Assigned To	Status	Due Date	Comments
2019					
Environmental and Protective Services	Res No. 19.049 - RFD REQUIRED for Fireworks Permits and discharge within M.D.-provide recommendations	Environmental and Protective Services	In Progress	4/3/2019	This will be updated during the Fire Services Bylaw review
August 24, 2022 Regular Meeting of Council					
Bonnyville Regional Fire Authority (BRFA) Fire Apparatus Replacement Program	Res No. 22.405 - Report Required - Bring back the BRFA Boards recommendation on the replacement cycles for equipment for further discussion as well as a draft consolidated agreement between the M.D. and BRFA after reviewing all previous/current agreements for Committee review.	Environmental and Protective Services	In Progress	2/15/2023	Draft agreement left with Council for review. Will discuss more with Council on how to proceed following loan guarantee bylaw. Loan guarantee bylaw was tabled March 14/23.
December 14, 2022 Regular Meeting of Council					
Bylaw No. 1829 Browns Area Structure Plan Bylaw	Res. No. 22.661 - RFD Required to bring Bylaw No. 1829 Browns Area Structure Plan to a future meeting for 2nd and 3rd readings.	Planning and Community Services	In Progress	2/14/2023	Need to wait for Public Hearing before bringing back for 2nd and 3rd readings. Jan 30, 2023 - Public Hearing completed at Jan 10, 2023 Council Meeting. 2nd and 3rd reading scheduled for Feb 14, 2023. Waiting on information from Alberta Transportation.
February 14, 2023 Regular Meeting of Council					
Portage College Student Scholarship Fundraising Dinner Request for Sponsorship	Res. No. 23.105 - Report Required - Bring back the Portage College Student Scholarship Fundraising Dinner Request and options for the M.D. of Bonnyville to create their own scholarship program for a medical or veterinarian student from the municipality to a future meeting of Council.	Planning and Community Services	In Progress	3/28/2023	Draft Policy brought to Council Nov 21, 2023. Directed to make amendments and bring back to Council
February 28, 2023 Regular Meeting of Council					
Industrial Land Re-Designation Report	Res. No. 23.166 - Proceed with the re-designation of industrial land districts to direct control districts at La Corey, as approved by Council.	Planning and Community Services	In Progress	3/14/2023	Started background work - March 23, 2023. La Corey ASP Amendment and Creation of the DC District in progress - Aug 25, 2023. Consultation has started on this - November 2023. Reaching out to land owners to see if they are interested in rezoning their RI parcel in LaCorey - March 25, 2024
March 28, 2023 Regular Meeting of Council					
M.D. Lands Inventory Report Recommendation - Therien	Res No. 23.233 - Proceed with the preparation of land for sale within SE 3-61-9-W4M and NE 34-60-9-W4M, as approved by Council	Planning and Community Services	In Progress	6/30/2023	Asked Tax Department to get Tax Forfeiture taken off titles - March 29, 2023. Policy to go to Council June 13, 2023. Working on a revision to the Policy in order to add option to sell at Fair Market Value before putting lands up for sale - March 29, 2023. Waiting for Tax Department to remove Tax Forfeiture from title - Aug 25, 2023. Tax forfeiture has been removed from title. Working on process to sell lands - Feb 8, 2024 Letters are being sent to adjacent landowner to see if there is interest in purchasing the lots at FMV - March 25, 2024
September 12, 2023 Regular Meeting of Council					
Request to Remove Designation, Sell, and Consolidate Plan 982 5079 Block 5 Lot 11 PUL within SW-21-61-6-W4M	Res No. 23.450 - Proceed with the removal of the Public Utility Lot (PUL) designation from PL 982 5079, L11 PUL and sale of the land as approved by Council.	Planning and Community Services	In Progress	12/31/2023	Will remove PUL designation as a part of the subdivision approval - Oct 19, 2023. Expected to be completed early 2024. Applicant is waiting on a water management plan - Feb 8, 2024
Consideration of Motion - To Schedule Ministerial Meetings	Res No. 23.448 - Start reaching out to Provincial Ministries to schedule monthly meetings, where possible, with the Reeve and Deputy Reeve to discuss community concerns and issues.	CAO Office	In Progress	10/31/2023	Contacted the Minister of Transportation Office on September 21, 2023 to schedule a meeting outside the RMA Convention to discuss Bridges and Highway 28.
October 10, 2023 Regular Meeting of Council					
Council Invitations	Res No. 23.510 - Purchase 2 tickets for the Cold Lake Snowmobile Club Sleds and Threads Fundraiser event, as approved by Council.	CAO Office	In Progress	10/20/2023	Called and left a message to purchase tickets.
October 24, 2023 Regular Meeting of Council					
Financial Sustainability Framework	Res No. 23.545 - Proceed with the Financial Sustainability Framework as approved by Council.	Corporate Services	In Progress	11/3/2023	Council approved the Financial Sustainability Framework on October 24, 2023. This task will be updated as each component is completed.
November 14, 2023 Regular Meeting of Council					
Council Invitations	Res. No. 23.574 - Respond to the Town of Bonnyville regarding Council's attendance to the Festive Christmas Dinner.	CAO Office	In Progress	11/20/2023	Email sent to Council Nov 16/23
November 28, 2023 Regular Meeting of Council					
Council Invitations	Res. No. 23.597 - Complete event registrations for upcoming approved conferences	CAO Office	Incomplete	12/20/2023	

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December 12, 2023 Regular Meeting of Council					
Bonnyville Nordic Ski Club	Res. No. 23.615 - Report Required - Bring the request for a cooperative Shaw How Ski Rental proposal by the Bonnyville Nordic Ski Club to a future meeting of Council for consideration.	Planning and Community Services	In Progress	1/9/2024	Meeting with the Club Jan 16, 2023
Bylaw No. 1858 Road Allowance Licensing Bylaw	Res. No. 23.619 - Report Required - Bring Bylaw No. 1858 Road Allowance Licensing Bylaw back for second and third reading.	Planning and Community Services	Completed	1/9/2024	Will bring it back in February 2024 after the one-month notice public notification period, Scheduled for Feb 13, 2024 Complete on Feb 13, 2024
Ardmore Landfill Expansion Project Cancellation	Res. No. 610 - Proceed with cancellation of the Ardmore Landfill Expansion Project and process funds transfer to the Environmental Reserve as approved by Council.	Environmental and Protective Services	Completed	1/9/2024	Finance has moved the \$500,000 to reserves
January 9, 2024 Regular Meeting of Council					
Clayton Bellamy Foundation for the Arts	Res. No. 24.013 - Report Required - Bring the additional funding request by the Clayton Bellamy Foundation for the Arts to a future meeting of Council after the completion of the 2023 audited financial statements.	Planning and Community Services	In Progress	5/14/2024	Jan 10, 2024 - RFD started and set for April 9, 2024
Bylaw No. LU 578 Amending LUB Bylaw	Res. No. 24.010 - Report Required - Bring Bylaw No. LU 578 amending Bylaw No. 1667 Land Use Bylaw, back for second and third reading following a public hearing.	Planning and Community Services	Completed	2/27/2024	Completed on March 12, 2024
February 13, 2024 Regular Meeting of Council					
Bylaw No. 1852 Roadway Licensing Bylaw	Res. No. 24.038 - Report Required - Bring Bylaw No. 1852 Roadway Licensing Bylaw back for 2nd and 3rd reading.	Planning and Community Services	In Progress	2/26/2024	Public notification process has started at the RFD is scheduled to be brought back to Council on March 26, 2024
Request for Regional Assessment Review Board and Subdivision and Development Appeal Board	Res. No. 24.053 - Proceed with the creation of a Regional Assessment Review Board and Subdivision Development Appeal Board, as directed by Council. Inquire with neighbouring municipalities for interest in joining the Regional Boards.	CAO Office	In Progress	2/29/2024	Notifying the Summer Village of Pelican Narrows of Council's decision and drafting letters to neighboring municipalities. Letters sent, waiting for responses from neighboring municipalities.
FRIAA FireSmart Program	Res. No. 24.032 - Proceed with FRIAA FireSmart Program grant application as per Council direction	Planning and Community Services	Completed	2/29/2024	Application has been made, waiting for the results - Feb 2024
Bonnyville and District Chamber of Commerce - Delegation Requests	Res. No. 24.043 - Proceed with sending a letter of support from the Reeve to the Premier of Alberta regarding local support to address rural crime concerns.	Planning and Community Services	Completed	2/26/2024	Completed March 13, 2024
10:30 a.m. - Cold Lake Native Friendship Centre	Res. No. 24.035 - Report Required - Bring additional information regarding the request for a letter of support and funding to a future meeting of Council.	Planning and Community Services	Completed	2/26/2024	New date for RMC is set for March 11, 2024 to bring back additional information. 2024 Payment has been made to CLNFC. Advised them that a new Delegation would be required to request funding options to explore potential longer term.
February 27, 2024 Regular Meeting of Council					
Glendon Library Board - Funding Request	Res. No. 24.068 - Report Required - Bring the request for funding support back to a future meeting of Council for consideration.	Planning and Community Services	In Progress	3/25/2024	RMC is set for Apr 9, 2024
Appointment of Fire Guardians for the 2024 Fire Permit Season	Res. No. 24.064 - Update Fire Guardian appointments under the Forest and Prairie Protection Act for the 2024 fire permit season, as directed by Council.	Environmental and Protective Services	Completed	3/25/2024	Complete February 2024
March 12, 2024 Regular Meeting of Council					
CNRL Agreement for TWP Rd 622 Construction	Res. No. 24.091 - Proceed with construction project on Township Road 622 as approved by Council.	Infrastructure Services	Incomplete	5/30/2024	
2024 Provincial Budget Discussion	Res. No. 24.100 - Proceed with a letter from the Reeve to the Premier regarding concerns with the omission of Highway 28 from the 2024 Provincial Budget and 3-year Capital Plan and publicly release the letter issued by the municipality.	CAO Office	Incomplete	3/25/2024	
Development Application No. 2024-D-019 - Front and Rear Yard Variances	Res. No. 24.075 - Obtain legal opinion regarding the use of an additional condition for Development and Subdivision Permit applications releasing the M.D. from liability in the event of flood, high water table, or other overland water issues, as directed by Council.	Planning and Community Services	In Progress	4/23/2024	
Cold Lake Native Friendship Centre - Request for Support	Res. No. 24.087 - Report Back - Provide additional information regarding long-term funding options for the Cold Lake Native Friendship Centre's Kokum's House initiative, to a future meeting of Council.	Planning and Community Services	In Progress	4/8/2024	Letter has been drafted - in progress of reviewing

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CNRL Agreement for TWP Rd 622 Construction	Res. No. 24.091 - Process an agreement with Canadian Natural Resources Ltd. for the reconstruction project on Township Road 622 recovery costs, in the amount of \$4,400,000 to be completed by December 31, 2028; Fund this unbudgeted expenditure from the Cashflow Reserve as instructed by Council.	Infrastructure Services	Completed	3/25/2024	
Bylaw No. 1860 Council Code of Conduct Bylaw	Res. No. 24.099 - Report Required - Bring Bylaw No. 1860 Council Code of Conduct Bylaw for 2nd and 3rd reading.	CAO Office	Completed	3/25/2024	
2024 Library Operating Budget Amendmnet	Res. No. 24.084 - Amend the 2024 Operating Budget for additional funding of \$3,461.59 for the Bonnyville Municipal Library and \$3,694.00 for the Cold Lake Library, as directed by Council.	Corporate Services	Completed	3/25/2024	
Cold Lake Native Friendship Centre - Request for Support	Res. No. 24.086 - Amend the 2024 Operating Budget adding \$25,000 for funding to the Cold Lake Friendship Centre's Kokum's House initiative, as directed by Council.	Corporate Services	Completed	3/25/2024	
Bonnyville Jr. A Pontiacs - Request for Funding Commitment	Res. No. 24.094 - Include a total commitment of \$213,000 to be included in the 2025 Municipal Operating Budget as approved by Council.	Planning and Community Services	Completed	3/25/2024	Mar 13, 2024 - Finance has been added to this task and it has been changed to in progress.
Reserve Fund Policies - New	Res. No. 24.089 - Finalize and process new Policy No. C-2B.040 Cash Flow Reserve Policy and distribute as required.	CAO Office	Completed	3/25/2024	Process complete March 19
Reserve Fund Policies - New	Res. No. 24.090 - Finalize and process new Policy No. C-2B.041 Equipment Replacement Reserve Policy and distribute as required.	CAO Office	Completed	3/25/2024	Process complete March 19
Cold Lake Native Friendship Centre - Request for Support	Res. No. 24.085 - Proceed with sending a letter of support to the Minister of Indigenous Relations for the Cold Lake Native Friendship Centre Kokum's House initiatives, and arrange a meeting with the Minister of Indigenous Relations.	Planning and Community Services	Completed	3/25/2024	A letter has been drafted and is in the process of being reviewed. Funding of \$25,000 has been requested and will be forwarded to them in due course. Working on the letters to the Minister for support and requesting a meeting with the Minister of Indigenous Relations.
Council Invitations	Res. No. 24.103 - Inform the Bonnyville Centralized High School of the impending attendance of either the Reeve or Deputy Reeve to the 2024 Graduation Ceremony on June 22, 2024.	CAO Office	Completed	3/31/2024	Informed BCHS via email that the Reeve or Deputy Reeve will be in attendance. 22 March 24
Council Invitations	Res. No. 24.101 - Register 2 teams of 4 for the Ronald McDonald House Charity Golf Classic held June 15, 2024, Cold Lake Golf and Winter Club at a cost of \$600 per team; funded from the 2024 Council Public Relations budget.	CAO Office	Completed	3/25/2024	Registered two teams on March 19, 2024
Council Invitations	Res. No. 24.102 - Proceed with the registration of 1 Councillor for the Cold Lake Regional Chamber of Commerce AGM and Breakfast with MLA Scott Cyr, March 22, 2024, at \$15.00 per person; funded from that Councillor's respective 2024 Conference Registration Fees budget.	CAO Office	Completed	3/18/2024	Councillor Fadeyiw has been registered for the CLRCC AGM. March 14, 2024
Equipment Purchase - 2025 Frontload Garbage Truck	Res. No. 24.080 - Proceed with the purchase of a new frontload garbage truck from Stahl Peterbilt, as directed by Council.	Environmental and Protective Services	Completed	3/25/2024	Truck has been ordered
School Resource Officer Program Review	Res. No. 24.081 - Notify the affected School District of Council's decision to delay filling the vacant School Resource Officer position until another funding partner can be established.	Environmental and Protective Services	Completed	3/25/2024	Position will not be filled until we receive funds from other parties.
Bonnyville Jr. A Pontiacs - Request for Funding Commitment	Res. No. 24.094 - Provide a letter of Financial Commitment for \$175,000 plus half of the Bonnyville and District Centennial Centre facility costs (estimated \$38,000) total of \$213,000 to the Bonnyville Jr. A Pontiacs, as directed by Council. Total commitment of \$213,000 to be included in the 2025 Municipal Operating Budget as directed by Council.	Planning and Community Services	Completed	3/25/2024	Mar 15, 2024 - Letter has been sent to the Bonnyville Jr A Pontiacs - Letter of Commitment
Bylaw No. LU 578 Amending LUB Bylaw	Res. No. 24.083 - Finalize Bylaw No. LU 578 Amending LUB Bylaw and distribute as required.	CAO Office	Completed	3/25/2024	Finalized process March 13/24
Bylaw No. 1859 Records Management Bylaw	Res. No. 24.098 - Finalize Bylaw No. LU 1859 Records Management Bylaw and distribute as required.	CAO Office	Completed	3/25/2024	Finalized process March 13/24

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March 26, 2024 Regular Meeting of Council					
Assumption Junior/Senior High School 2024 Graduation Ceremony	Res. No. 24.122 - Inform the Assumption Junior/Senior High School to the impending attendance of a member of Council at the 2024 Graduation Ceremony on May 25, 2024	CAO Office	Incomplete	4/5/2024	
10:30 a.m. - Hearts for Healthcare	Res No. 24.121 - Report Required - Bring funding request by Hearts for Healthcare for the 2024 Hearts for Healthcare Gala to a future meeting of Council for consideration.	Planning and Community Services	Incomplete	4/9/2024	
Correspondence and Information	Res No. 24.123 - Draft a letter from the Reeve to Cold Lake First Nations, requesting a meeting to discuss plans for the expansion at Casino Dene.	CAO Office	In Progress	4/9/2024	CLFN letter drafted and awaiting review. 27 March 24
Bylaw No. 1852 Roadway Licensing Bylaw	Res No. 24.114 - Finalize Bylaw No. 1852 Roadway Licensing Bylaw and distribute as required. ☐	CAO Office	Completed	4/5/2024	Process Complete Mar 28
Policy No. C-2B.042 Corporate Credit Card Policy - New	Res No. 24.117 - Finalize Policy No. C-2B.042 Corporate Credit Card Policy, and distribute as required.	CAO Office	Completed	4/5/2024	Process Complete Mar 27/24
Bylaw No. 1860 Council Code of Conduct Bylaw	Res. No. 24.116 - Finalize Bylaw No. 1860 Council Code of Conduct Bylaw and distribute as required.	CAO Office	Completed	4/5/2024	repeals bylaw 1692 info updated, Informed Comm's of website update and link issues
Policy No. C-2A.026 Municipal Policy and Procedures Policy - Amendment	Res. No. 24.118 - Finalize Policy No. C-2A.026 Municipal Policy and Procedures Policy - Amendment, and distribute as required.	CAO Office	Completed	4/5/2024	Process Complete Mar 27/24
Bylaw No. 1862 - 2024 Tax Rate Bylaw	Res. No. 24.110 - RFD Required - bring Bylaw No. 1862 2024 Tax Rate Bylaw to a future meeting for 2nd and 3rd readings.	Corporate Services	Completed	4/9/2024	