

Council Action Report - January 28, 2025					
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 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. Directed to reach out to ALL Industrial Properties in La Corey - Sept 17, 2024 1st Reading expected in Spring 2025. - 01-02-2025
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 No Interested for purchasing was received from adjacent landowners. Senior leadership will meet to decide how to proceed with selling the properties. June 12, 2024 Will be cleaning up lots this summer and auctioning off the properties June 25, 2024. Surveyor marked lot boundaries and properties were cleaned up in October 2024 and we have reached out to adjacent owners with encroaching items to remove them - Oct 28/24 Will be completing sale of properties in Spring 2025 - 01-02-2025
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 Still waiting for water management plan and Water Act Approval - July 24, 2024 Waiting on water act approval and subdivision is currently on hold not expected until 2025 - July 2024. Waiting for applicant to satisfy conditions of subdivision approval of January 14, 2025
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.
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	In Progress	5/30/2024	Working on getting legal input for the agreement. Project awarded and will begin construction in 2025.

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May 28, 2024 Regular Meeting of Council					
Municipal Grant Programs Review	Res No. 24.214 - Proceed with the creation of a Community Grant Policy, as directed by Council.	Planning and Community Services	In Progress	6/25/2024	May 28, 2024 - work has started to make one policy for all funding policy requests
June 11, 2024 Regular Meeting of Council					
Community Hall Meeting Request - Update	Res No. 24.240 - Bring the initial meeting request from Fort Kent Community Centre back to an RMC as directed by Council.	Planning and Community Services	In Progress	7/9/2024	Date set for Sep 24, 2024...Society not available. / Nov 21, 2024 - a new date of Jan 28, 2025 has been set for Fort Kent Community Centre Meeting Request RFD - New GM to review with Department
August 27, 2024 Regular Meeting of Council					
Amendment to Bylaw No. 1796 Master Speed Rate	Res No. 24.310 - Report Back - Amend Bylaw No. 1796 Speed Rate Bylaw Schedule "A" as directed by Council.	Environmental and Protective Services	Incomplete	9/24/2024	
Request to Purchase M.D. Titled Land NE-8-60-4-W4M	Res No. 24.321 - Report Back - Provide additional information regarding gravel exploration as directed by Council.	Planning and Community Services	In Progress	9/24/2024	Waiting for Infrastructure Services to complete gravel exploration in Spring 2025
September 24, 2024 Regular Meeting of Council					
Sub-Division Egress Report	Res No. 24.370 - Report Back - Bring the Sub-Division Egress Report to the October 15, 2024 COW meeting, for discussion as directed by Council	Environmental and Protective Services	Incomplete	10/15/2024	
Municipal District of Bonnyville Regional Airport Master Plan	Res No. 24.377 - Complete an Airport Master Plan for the Bonnyville Regional Airport as directed by Council.	Planning and Community Services	In Progress	11/30/2024	Work should start Jan 2025. Work should be completed by December of 2025
October 8, 2024 Regular Meeting of Council					
2024/2025 Alberta Community Partnership Grant Application	Res No. 24.401 - Process the 2024/25 Alberta Community Partnership Grant Application in partnership with the County of St. Paul, as directed by Council.	Planning and Community Services	In Progress	10/31/2024	Grant awarding is expected before the end of Q1 2025
Request to Remove Designation, Sell, and Consolidate Plan 2870 TR, Block 1, Lot 16W within SW-20-59-5-W4M	Res No. 24.416 - Process the removal of the Public Utility Lot designation from Plan 2870 TR, Block 1, Lot 16W within SW-20-59-5-W4M, and fulfill the direct sale of these lands, as directed by Council.	Planning and Community Services	In Progress	10/31/2024	Send documentation to Land Titles to remove the W designation - Oct 8, 2024
Request to Purchase M.D. Titled Land SE-20-63-6-W4M	Res No. 24.413 - Proceed with disposal of the M.D. Titled Land SE-20-63-6-W4M at fair market value, as directed by Council.	Planning and Community Services	In Progress	11/26/2024	Reached out to applicants and advised Council decision - Oct 9, 2024
Request to Purchase M.D. Titled Land SW-21-63-6-W4M	Res No. 24.414 - Proceed with disposal of the M.D. of Bonnyville Titled Land SW-21-63-6-W4M, as directed by Council.	Planning and Community Services	In Progress	11/26/2024	Reached out to applicants and advised Council decision - Oct 9, 2024
October 22, 2024 Regular Meeting of Council					
Tax Strategy Presentation	Res No. 24.456 - Transfer operating surpluses and all property tax unbudgeted growth revenue to the Cash Flow Reserve, as directed by Council.	Corporate Services	In Progress	12/31/2024	Finance to complete.
Tax Strategy Presentation	Res No. 24.456 - Prepare a Special Tax Bylaw for Fire Protection Services for the 2025 property tax levy, as directed by Council.	Corporate Services	In Progress	3/1/2025	Assessment to prepare a Special Tax Bylaw for Fire Protection Services for the 2025 property tax levy.
Tax Strategy Presentation	Res No. 24.456 - Initiate the procedure to modify the property tax due date to June 30th for the 2026 tax year.	Corporate Services	In Progress	3/31/2025	To be completed by Finance and Assessment.
Tax Strategy Presentation	Res No. 24.456 - Conduct a service and service level review prior to the 2027 budget deliberations, as directed by Council.	Corporate Services	In Progress	10/1/2027	Finance will need to complete a service and service level review in 2026 prior to the 2027 budget presentation.
November 12, 2024 Regular Meeting of Council					
Bonnyville Family and Community Support Services - Needs Assessment	Res No. 24.480 - Notify Bonnyville Family and Community Support Services of Council's decision regarding their request to support supplemental funding.	Planning and Community Services	In Progress	11/26/2024	Nov 12, 2024 - provided email notification to Dan Heney, draft text, to Josh Crick. Requested they send M.D. invoice for \$1,200
Bylaw No. LU 581 Amending Rezoning LU 579	Res No. 24.476 - RFD Required - Bring back Bylaw No. LU 581 Amending Rezoning LU 579 Bylaw for second and third reading.	Planning and Community Services	Completed	12/10/2024	Bylaw will be brought back after the Public Hearing scheduled for December 10, 2024. Completed Jan 14, 2025 Meeting
November 26, 2024 Regular Meeting of Council					
Correspondence and Information	Res No. 24.527 - Process donation to the Grande Centre Lions Club for Santa's Anonymous as directed by Council.	Planning and Community Services	Incomplete	12/10/2024	
Bylaw No. 1867 Road Closure and Sale Bylaw	Res No. 24.498 - Finalize Bylaw No. 1867 Road Closure and Sale Bylaw and distribute as required.	CAO Office	In Progress	11/29/2024	Waiting for survey and new plan number from LTO (Jan 23)
10:00 a.m. - Bonnyville Health Centre Community Board	Res No. 24.505 - RFD Required - Bring back the Bonnyville Health Centre Community Board's request for collaboration of future advocacy efforts and funding opportunities, to a future Council meeting.	Planning and Community Services	In Progress	12/10/2024	For CAO attention - advocacy request followup - Nov 28 2024

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Bylaw No. 1883 Roadway Licensing Bylaw	Res No. 24.499 - RFD Required - Bring back Bylaw No. 1883 Roadway Licensing Bylaw for second and third reading.	Planning and Community Services	In Progress	12/10/2024	Will start the 1 month public notification period (December 2024)and Bylaw is scheduled to come to the January 14, 2025 Council Meeting for 2nd and 3rd readings.
Bylaw No. 1884 Roadway Licensing Bylaw	Res No. 24.500 - RFD Required - Bring back Bylaw No. 1884 Roadway Licensing Bylaw for second and third reading.	Planning and Community Services	In Progress	12/10/2024	Will start the 1 month public notification period (December 2024)and Bylaw is scheduled to come to the January 14, 2025 Council Meeting for 2nd and 3rd readings.
Access through Municipal Reserve - Whispering Spruce Subdivision	Res No. 24.501 - Report Required - Bring back information on the request to access through Municipal Reserve - Whispering Spruce Subdivision to a future meeting of Council, as requested by Council.	Planning and Community Services	In Progress	12/24/2024	Started research on how to complete a Municipal Lands License for the access.
SiteLink Forum 2024 Event Summary and Recommendations	Res No. 24.504 - Draft a new Ambassador Program Policy and Investment Incentive Program Policy to present at a future meeting of Council for consideration, as directed by Council.	Planning and Community Services	In Progress	12/24/2024	Ambassador Program Policy and Investment Incentive Program Policy recommendations should be completed the end of January 2025.
2025-2027 Operating Budget and Capital Plan	Res No. 24.526 - Report Back - Bring the 2025-2027 Operating Budget and Capital Plan back to the December 10, 2024 RMC, as directed by Council	Corporate Services	Completed	12/10/2024	
Public Auction 2025 - Public Auction Conditions	Res No. 24.515 - Proceed with the 2024 Public Auction of Lands on the Tax Arrears list, as directed by Council.	Corporate Services	Completed	12/10/2024	
Public Auction 2025 Date and Time	Res No. 24.516 - Proceed with advertising and completing the Public Auction of Lands on the Tax Arrears list on the date and time as directed by Council.	Corporate Services	Completed	12/10/2024	
The Clayton Bellamy Foundation for the Arts - Request for Funding Support	Res No. 24.514 - Report Back - Provide additional information to Council for the Clayton Bellamy Foundation for the Arts – Request for Funding Support as directed by Council	Planning and Community Services	Completed	1/14/2025	reminder to also have Council revisit Operating Grant Eligible List inclusion AFTER they review all financial details. - Nov 28 2024
The Clayton Bellamy Foundation for the Arts - Request for Funding Support	Res No. 24.513 - Report Required - Draft a guaranteed repayment of a loan for the Clayton Bellamy Foundation for the Arts to a maximum of \$850,000 as directed by Council.	Planning and Community Services	Completed	1/14/2025	Susan will be bringing this to the December 10th RMC.
December 10, 2024 Regular Meeting of Council					
2024 Alberta Small Opportunity Grant Applications	Res No. 24.549 - Council directs Administration to proceed with the grant application to the Government of Alberta Small Community Opportunity program for Kinosoo Ridge Master Plan as directed by Council.	Planning and Community Services	In Progress	1/14/2025	
2024 Alberta Small Opportunity Grant Applications	Res No. 24.548 - Council directs Administration to proceed with a grant application to the Government of Alberta Small Community Opportunity Program for a Community Consultation Project regarding rural economic development opportunities associated with the development of one or more small nuclear reactors within the M.D. of Bonnyville.	Planning and Community Services	In Progress	1/14/2025	
Riverland Recreational Trail Society Request for Permit Fees Funding	Res No. 24.554 - Proceed with providing funding support to cover permit fees associated with signage along highway 28 for the Iron Horse Trail, as directed by Council.	Infrastructure Services	In Progress	1/14/2025	Communication to RRTS completed and awaiting RRTS to order signage. M.D. will pay invoice as it is received.
2025-2027 Operating Budget and Capital Plan	Res No. 24.563 - Finalize the 2025 - 2027 Operating Budget and Capital Plan as approved by Council, and distribute as required.	Corporate Services	In Progress	12/31/2024	
10:00 a.m. - Kokum's House, Cold Lake Native Friendship Centre	Res No. 24.540 - Report Required - bring back Kokum's House, Cold Lake Native Friendship Centre request for funding support to a future RMC as directed by Council	Planning and Community Services	In Progress	1/14/2025	Waiting to receive information from delegate with the requested amount and budget information. - Dec 10, 2024
Bylaw No. 1885 Roadway Licensing Bylaw	Res No. 24.543 - Report Required - Proceed with 2nd and 3rd reading of Bylaw No. 1885 Roadway Licensing Bylaw.	Planning and Community Services	In Progress	1/14/2025	Will go through the 1 month notification period and then be brought back to Council for 2nd and 3rd Readings - Dec 10/24
Bylaw No. 1886 Roadway Licensing Bylaw	Res No. 24.545 - Report Required - Proceed with 2nd and 3rd reading of Bylaw No. 1886 Roadway Licensing Bylaw.	Planning and Community Services	In Progress	1/14/2025	Will go through the 1 month notification period and then be brought back to Council for 2nd and 3rd Readings - Dec 10/24
Bylaw No. 1888 Roadway Licensing Bylaw	Res No. 24.546 - Report Required - proceed with 2nd and 3rd reading of Bylaw No. 1888 Roadway Licensing Bylaw.	Planning and Community Services	In Progress	1/14/2025	Will go through the 1 month notification period and then be brought back to Council for 2nd and 3rd Readings - Dec 10/24
Ronald McDonald House Charities Alberta - Request for Funding Support	Res No. 24.547 - Process the Ronald McDonald House Charities Alberta funding support, as directed by Council.	Planning and Community Services	In Progress	1/14/2025	RMHC has been contacted regarding this decision. An A/P Voucher has been created and sent to Finance. Payment will be in the first cheques run in January of 2025.
9:20 a.m. - Bylaw No. 1873 Repealing Bylaw	Res No. 24.536 - Report Required - Proceed with 2nd and 3rd reading for Bylaw No. 1873 Repealing Bylaw.	Planning and Community Services	Completed	1/14/2025	2nd and 3rd Reading scheduled for January 12, 2025 - Dec 12/24
9:30 a.m. - Bylaw No. LU 581 Amending LUB Bylaw	Res No. 24.538 - Report Required - Proceed with 2nd and 3rd reading of Bylaw No. LU 581 Amending LUB Bylaw.	Planning and Community Services	Completed	1/14/2025	Scheduled for Jan 14, 2025 Meeting

Agenda Item	Description	Assigned To	Status	Due Date	Comments
January 14, 2025 Regular Meeting of Council					
Bylaw No. 1891 Amending Master Rates Bylaw	Res No. 25.010 - RFD Required - Bring back Bylaw No. 1891 Amending Master Rates Bylaw for second and third reading.	Corporate Services	Incomplete	2/11/2025	
Bridge Status Report Update	Res No. 25.013 - Proceed with the replacement project for BF 72749, funded from the Bridge reserve fund, as directed by Council.	Infrastructure Services	In Progress	1/31/2025	Engineering of the project has been actioned with WSP. Construction to follow once engineering has been completed. Finance to direct funds from Bridge Reserves to project.
Bylaw No. 1889 Roadway Licensing Bylaw	Res No. 25.007 - RFD Required - Bring back Bylaw No. 1889 Roadway Licensing Bylaw for second and third reading.	Planning and Community Services	In Progress	2/11/2025	Will be brought back after the 1 month notification period - 01-13-2025
Bylaw No. 1873 Repealing Bylaw	Res No. 25.006 - Finalize Bylaw No. 1873 Repealing Bylaw and distribute as required.	CAO Office	Completed	1/17/2025	Process Complete 1/16
Bylaw No. LU 581 Amending LUB Bylaw	Res No. 25.009 - Finalize Bylaw No. LU 581 Amending LUB Bylaw and distribute as required.	CAO Office	Completed	1/17/2025	Process Complete 1/16
Correspondence and Information	Res No. 25.015 - Proceed with the purchase of tables for the February 28th, 2025 Victor Riguette Sportsman Dinner, as directed by Council.	CAO Office	Completed	1/17/2025	Tables have been purchased. Jan 17/ 25
Councillor Swigart - To Create a Policy for Addressing Public Requests to Name Municipal Roads	Report Required - Create RFD for notice of motion for the January 28, 2025 RMC	CAO Office	Completed	1/24/2025	
Chief Administrative Officer Appointment	Res No. 25.014 - Finalize and process the Chief Administrative Officer Appointment, as approved by Council.	CAO Office	Completed	1/31/2025	
January 28, 2025 Regular Meeting of Council					
Consideration of Motion - To Create a Policy for Addressing Public Requests to Name Municipal Roads	Res No. 25.027 - Report Back - Create policy for Addressing Public Requests to Name Municipal Roads, as directed by Council.	Planning and Community Services	Incomplete	2/25/2025	
Bylaw No. 1891 Amending Master Rates Bylaw	Res No. 25.030 - Finalize Bylaw No. 1891 Amending Master Rates Bylaw and distribute as required.	CAO Office	In Progress	1/31/2025	
Bridge File 72515 Truman Bridge Damage Report	Res No. 25.033 - Proceed with Bridge File 72515 restoration Option 2, as directed by Council.	Infrastructure Services	In Progress	1/31/2025	WSP has been contacted and is starting on the engineering of the repairs. (Jan 29, 2025)
Bylaw No. 1890 Roadway Closure and Disposal Bylaw	Res No. 25.028 - RFD Required - Bring back Bylaw No. 1890 Roadway Closure and Disposal Bylaw for second and third reading.	Planning and Community Services	In Progress	2/11/2025	Public Hearing is required and AT approval before 2nd and 3rd reading - Jan 28, 2025
Cold Lake Regional Utility Services Commission - Fee Increase for Septic Haulers	Res No. 25.034 - Report Back - Draft agreement with Cold Lake Regional Utility Services Commission for dumping septic dumping fees as directed by Council	Infrastructure Services	In Progress	2/11/2025	Drafting an agreement based on the agreement used with Bonnyville. (Jan 29, 2025)
10:00 a.m. - Glendon Agricultural Society	Res No. 25.031 - RFD Required - Bring back the Glendon Agricultural Society's request for funding, to a future Council meeting.	Planning and Community Services	In Progress	2/11/2025	Will bring back to council after we hear if the Ag CFEP grant application was successful - 01/29/25
Correspondence and Information	Res No. 25.036 - Proceed with the purchase of tickets to the Lakeland Agricultural Research Association (LARA) Farmer Appreciation Night, as directed by Council.	CAO Office	Completed	1/31/2025	Purchased tickets and sent calendar invite on Jan 29/25
Appointment of Returning Officer - 2025 Municipal Election	Res No. 25.035 - Proceed with advertising requirements on website for the RO and Deputy RO appointments, as approved by Council.	CAO Office	Completed	1/31/2025	Completed Jan 31/25
Correspondence and Information	Res No. 25.037 - Process and advertise the Proclamation "Wear Red Canada Day", as directed by Council.	CAO Office	Completed	2/13/2025	Sent to Comms for website, posted in Admin lobby, emailed requestor copy of signed Proclamation Jan 29/25