



Council - Regular Meeting Minutes

Tuesday, October 26, 2021

6:00 p.m.

Council Chambers

Council Present: Mayor Craig Copeland
Councillor Ryan Bailey
Councillor Vicky Lefebvre
Councillor Bob Mattice
Councillor Bill Parker
Councillor Adele Richardson
Councillor Chris Vining

Staff Present: Chief Administrative Officer Kevin Nagoya
General Manager of Infrastructure Services Azam Khan
General Manager of Planning & Development Services Howard Pinnock
General Manager of Community Services Glenn Barnes
General Manager of Corporate Services Kristy Isert
Manager of Strategic Initiatives Andrew Serba
Executive/Recording Secretary Cindy Reimer
Marketing Coordinator Adam Kuzina
Communications Coordinator Megan Beaudoin

CALL TO ORDER

The meeting was called to order at this time being 6:07 p.m. by Mayor Copeland.

Mayor Copeland noted that it was the first regular Council meeting of the newly elected Council and congratulated everyone.

ADOPTION OF AGENDA

Resolution # CRM20211026.1001

Moved by Councillor Parker

That the agenda be adopted as presented.

Carried Unanimously

DISCLOSURE OF INTEREST

None.

MINUTES APPROVAL

Council - Regular Meeting October 12, 2021

Resolution # CRM20211026.1002

Moved by Councillor Vining

That the minutes of Council's regular meeting held October 12, 2021 be accepted as presented.

Carried Unanimously

PUBLIC QUESTION PERIOD

None.

PUBLIC HEARINGS

None.

DELEGATIONS

None.

CITY FINANCIAL REPORTS

City Financial Reports - September 2021

Resolution # CRM20211026.1003

Moved by Councillor Lefebvre

That Council accept the financial reports for the period ending September 30, 2021.

Carried Unanimously

OLD BUSINESS

None.

NEW BUSINESS

Northern Lights Library System (NLLS) - Council Appointment

Resolution # CRM20211026.1004

Moved by Councillor Bailey

That Council approve Councillor Lefebvre serving more than nine (9) years as a member on the Northern Lights Library System (NLLS) Board.

Carried Unanimously

Wayfinding Signage Project Update

Resolution # CRM20211026.1005

Moved by Councillor Richardson

That Council accept the Wayfinding Signage Project Update report as information.

Carried Unanimously

Commercial Business Improvement Area

Resolution # CRM20211026.1006

Moved by Councillor Bailey

That Council direct Administration to solicit feedback from commercial property owners regarding the establishment of a Business Improvement Area (BIA) for the purpose of funding a commercial property security project.

Carried Unanimously

COMMITTEE REPORTS

Minutes May 5, 2021 Cold Lake Regional Chamber of Commerce

Information.

Minutes June 9, 2021 Cold Lake Regional Chamber of Commerce

Information.

Minutes June 17, 2021 Economic Development Advisory Committee

Information.

Minutes September 2, 2021 Economic Development Advisory Committee
Information.

Minutes September 8, 2021 Cold Lake Regional Chamber of Commerce
Information.

Minutes September 13, 2021 Family and Community Support Services Advisory Committee
Information.

COUNCIL HIGHLIGHTS/ REPORTS

Mayor & Council reported on their recent activities and attendance at various events.

NOTICES OF MOTION /PROCLAMATIONS/ ANNOUNCEMENTS

None.

QUESTIONS

Councillor Lefebvre queried what the cost of the election was with the incorporation of the drive through?

General Manager of Corporate Services K. Isert advised that the election costs did increase with the incorporation of the drive through mostly by way of needing additional election staff. In the past, the City only used three (3) election staff to work the election, but had eight (8) this year. Could possibly have done with less staff, but were overly cautious due to Covid-19. The most significant increase in costs were mainly for staffing, signage and advertising. \$35,000.00 was budgeted and was over budget by approximately \$10,000.00 for the whole election including the tabulator machines which were contracted for around \$14,000.00. However, the City did receive a significant grant from the Province to administer the senate and referendum questions on the ballot at approximately \$28,000.00; so was under budget and closer to what we've spent in the past to run an election.

Councillor Bailey advised that he was happy to see that the voter turnout was 25%, which was about a 9% increase from the last election, and queried with respect to the drive through portion versus the night of portion, and all of the advanced polls, asking if there was a huge amount of people that came out early versus on the night of (it seemed like everybody loved the drive through)?

Chief Administrative Officer K. Nagoya advised that Administration could provide Council with a breakdown of the election at a future meeting. There will be a whole debrief coming to Council that will include these election numbers along with a physician's report, etc.

Councillor Mattice noted that there was a voting booth for the M.D. of Bonnyville which he assumed was an inter-municipal courtesy to them.

Mayor Copeland and Chief Administrative Officer K. Nagoya advised that yes, the City provides a M.D. of Bonnyville voting booth at every election as a courtesy.

Councillor Mattice advised that he had received feedback (from two (2) people) that it was a little confusing as to where the M.D. of Bonnyville voting booth was.

Chief Administrative Officer K. Nagoya advised that the election workers were periodically asking people in line if they were City of Cold Lake or M.D. of Bonnyville residents to ensure that they were in the right line.

Councillor Vining advised he had received a message from a senior, on behalf of a group of seniors, noting their concern about the use of the Energy Centre walking track and that he couldn't quite remember what restrictions the City had put in place with respect to the walking track. The seniors are currently still walking outdoors as the weather is good, but they want to be able to head inside soon, and from their understanding, they are worried that the walking track is not under the Restriction Exemption Program (REP) and wonder what levels of precautions are in place and whether or not (once winter hits) Council will revisit. He advised the seniors that he would get clarification for them.

Chief Administrative Officer K. Nagoya advised that to his understanding the walking track is at 1/3 capacity, but he would confirm that nothing has changed. He further advised that the issue of the Energy Centre and REP throughout the City facilities would be coming back to the November 23, 2021 regular meeting of Council for discussion.

Mayor Copeland queried, in terms of procedures, how much Covid-19 impacted the election?

General Manager of Corporate Services K. Isert advised that the biggest impact was the two (2) different ballots and all the additional questions on them; from the Covid-19 side, a very precautionous approach was taken to ensure every worker and voter's safety. Front-line workers were making sure voters sanitized upon arrival and at every registration desk. All registrations desks and voter privacy booths were sanitized in between every voter and sanitization was also available at the exit.

General Manager of Corporate Services K. Isert further advised that she doesn't believe that these safety procedures really slowed down the process, as staff were working very quickly to get people in and out so that they weren't aggregating. Some staff, with respect to the indoor polls, were specifically used just for sanitization purposes.

General Manager of Corporate Services K. Isert advised that with the two (2) ballots, some voters took quite a long time in their secrecy booths which created some delays; so part way through election day when it got really busy, an additional five (5) secrecy booths were set up for a total of five (5) registration desks and ten (10) secrecy booths, and there was still a wait as voters made their selections. There was some confusion with the senate ballots, and some voters sat more than five (5) minutes in their booth.

Mayor Copeland queried if anyone was turned away from the election?

General Manager of Corporate Services K. Isert advised that to her knowledge one (1) individual was asked for more confirmation of residency and left to go to their vehicle; it is believed that this individual did not return.

Chief Administrative Officer K. Nagoya advised that it does happen where M.D. of Bonnyville residents are accidentally coming through the City of Cold Lake polls not realizing it's the City of Cold Lake polling station.

Resolution # CRM20211026.1007

Moved by Councillor Vining

That the meeting be recessed at this time being 7:01 p.m., and reconvened at the call of the Chair.

Carried Unanimously

Marketing Coordinator A. Kuzina and Communications Coordinator M. Beaudoin left the meeting at this time being 7:08 p.m.

Mayor Copeland reconvened the meeting at this time being 7:13 p.m.

IN CAMERA

Yearly Member-at-Large Appointments

Present: Mayor Copeland, Councillors Bailey, Lefebvre, Mattice, Parker, Richardson, and Vining, Chief Administrative Officer K. Nagoya, General Manager of Infrastructure Services A. Khan, General Manager of Planning & Development Services H. Pinnock, General Manager of Community Services G. Barnes, General Manager of Corporate Services K. Isert, Manager of Strategic Initiatives A. Serba, and Executive/Recording Secretary C. Reimer.

The following section of the FOIP Act applies for exemption of the disclosure:

- FOIP Section 17, Disclosure harmful to personal privacy

Resolution # CRM20211026.1008

Moved by Councillor Bailey

That the meeting go "In-Camera" at this time being 7:13 p.m., pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regard to Yearly Member-at-Large Appointments.

Carried Unanimously

Resolution # CRM20211026.1009

Moved by Councillor Vining

That the meeting come "Out-of-Camera" at this time being 7:16 p.m.

Carried Unanimously

Resolution # CRM20211026.1010

Moved by Councillor Richardson

That Council re-appoint members-at-large as follows:

- Re-appoint Marilyn Laviolette to the Cold Lake Economic Development Advisory Committee for a two (2) year term to expire October 2023
- Re-appoint Kim Warnke to the Cold Lake Economic Development Advisory Committee for a two (2) year term to expire October 2023
- Re-appoint Rob Brassard to the Subdivision & Development Appeal Board for a two (2) year term to expire October 2023
- Re-appoint Code Clements to the Subdivision & Development Appeal Board for a two (2) year term to expire October 2023
- Re-appoint Kim Warnke to the Subdivision & Development Appeal Board for a two (2) year term to expire October 2023
- Re-appoint Chantel Gale from the Recreation & Culture Advisory Committee to the Community Grant Advisory Committee for a one (1) year term to expire October 2022
- Re-appoint Elysee Franchuk from the Recreation & Culture Advisory Committee to the Community Grant Advisory Committee for a one (1) year term to expire October 2022
- Re-appoint Candice Sutterfield from the Recreation & Culture Advisory Committee to the Community Grant Advisory Committee for a one (1) year term to expire October 2022
- Re-appoint Allan Pratt from the Recreation & Culture Advisory Committee to the Community Grant Advisory Committee for a one (1) year term to expire October 2022

Carried Unanimously

Aerospace Economic Development - Update

Present: Mayor Copeland, Councillors Bailey, Lefebvre, Mattice, Parker, Richardson, and Vining, Chief Administrative Officer K. Nagoya, General Manager of Infrastructure Services A. Khan, General Manager of Planning & Development Services H. Pinnock, General Manager of Community Services G. Barnes, General Manager of Corporate Services K. Isert, Manager of Strategic Initiatives A. Serba, and Executive/Recording Secretary C. Reimer.

The following sections of the FOIP Act apply for exemption of the disclosure:

- FOIP Section 16, Disclosure harmful to business interests of a third party
- FOIP Section 24, Advice from officials
- FOIP Section 25, Disclosure harmful to economic and other interests of a public body

Resolution # CRM20211026.1011

Moved by Councillor Mattice

That the meeting go "In-Camera" at this time being 7:17 p.m., pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regard to an Aerospace Economic Development - Update.

Carried Unanimously

Resolution # CRM20211026.1012

Moved by Councillor Vining

That the meeting come "Out-of-Camera" at this time being 7:51 p.m.

Carried Unanimously

General Manager of Infrastructure Services A. Khan, General Manager of Planning & Development Services H. Pinnock, General Manager of Community Services G. Barnes, General Manager of Corporate Services K. Isert, Manager of Strategic Initiatives A. Serba, and Executive/Recording Secretary C. Reimer left the meeting at this time being 7:52 p.m.

Agreement - Chief Administrative Officer (CAO)

Present: Mayor Copeland, Councillors Bailey, Lefebvre, Mattice, Parker, Richardson, and Vining, and Chief Administrative Officer K. Nagoya.

The following sections of the FOIP Act apply for exemption of the disclosure:

- FOIP Section 17, Disclosure harmful to personal privacy
- FOIP Section 19, Confidential evaluations

Resolution # CRM20211026.1013

Moved by Councillor Parker

That the meeting go "In-Camera" at this time being 7:52 p.m., pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regard to an Agreement - Chief Administrative Officer (CAO).

Carried Unanimously

Resolution # CRM20211026.1014

Moved by Councillor Vining

That the meeting come "Out-of-Camera" at this time being 8:30 p.m.

Carried Unanimously

ADJOURNMENT

Resolution # CRM20211026.1015

Moved by Councillor Vining

That the meeting be adjourned at this time being 8:30 p.m.

Carried Unanimously

Mayor

Chief Administrative Officer