



# Sturgeon County

9613-100 Street  
Morinville, Alberta  
T8R 1L9

## Meeting Minutes - Unadopted Council

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Tuesday, May 23, 2017

9:00 AM

Council Chambers

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### **A. CALL TO ORDER AND RELATED BUSINESS**

#### A.1 CALL TO ORDER

**Present:** 7 - Mayor Tom Flynn, Councillor Ferd Caron, Councillor Susan Evans, Councillor Wayne Bokenfohr, Councillor Jerry Kaup, Councillor Patrick Tighe, and Councillor Karen Shaw

Mayor Flynn called the regular Council Meeting to order at 9:00 a.m.

#### **Administration Present**

Peter Tarnawsky, County Commissioner - CAO  
Stephane Labonne, General Manager, Integrated Growth  
Ian McKay, General Manager, Municipal Services  
Adam Scharmann, Acting General Manager, Corporate Support  
Susan Berry, Manager, Community Services  
Brian Hartman, Manager, Engineering Services  
Shane Hogan, Manager, Transportation Services  
Clayton Kittlitz, Manager, Current Planning and Development Services  
Arjen de Klerk, Senior Planning and Development Officer, Current Planning and Development Services  
Colin Krywiak, Senior Planning and Development Officer, Current Planning and Development Services  
Trevor Duley, Senior Advisor, Intergovernmental Affairs  
Chris Krath, Senior Engineering Officer, Engineering Services  
Leanne McBean, Economic Development Coordinator, Economic Development  
Aaron Hair, Planning and Development Officer, Current Planning and Development Services  
Max Adu-Safo, Programs Supervisor, Transportation Services  
Stephen Hinton, Capital Projects Officer, Engineering Services  
Lisa Schovanek, Legislative Officer, Legislative Services

A.2 ADOPTION OF AGENDA

**J. Kaup MOVED:**

**Motion 210/17: That the agenda be adopted, as amended. The following changes were made:**

- \* Added Item G.1 - Councillor Caron - Concerns regarding misinformation; and**
- \* Added Item H.1 - Councillor Shaw - Notice of Motion.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

A.3 ADOPTION OF MINUTES

**A.3.1** May 9, 2017 - Regular Council Meeting Minutes

**K. Shaw MOVED:**

**Motion 211/17: That the minutes of the May 9, 2017 regular Council Meeting be approved as presented.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**C. PRESENTATIONS/PUBLIC HEARINGS/INTERVIEWS**

C.1 PRESENTATIONS

9:00 a.m. - In-Camera - North West Refinery (30 minutes)

\*\*\*In-Camera in accordance with Section 197 of the Municipal Government Act and Section 16 of the Freedom of Information and Protection of Privacy Act\*\*\*

**F. Caron MOVED:**

**Motion 212/17: That Council proceed to an In-Camera session at 9:02 a.m. to discuss Item C.1.1.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

Doug Bertsch, Vice President, Regulatory and Stakeholder Affairs, NWR, provided a presentation to Council.

**P. Tighe MOVED:**

**Motion 213/17: That Council move out of the In-Camera session at 9:33 a.m.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**C.1.2** Economic Development Advisory Board Recommendation

Nancy Suranyi, Board Member, Economic Development Advisory Board, provided a presentation to Council.

## **D. NEW BUSINESS**

**D.1** Edmonton Metropolitan Region Economic Development Entity

Presented by: Trevor Duley, Senior Advisor, Intergovernmental Affairs, and Leanne McBean, Economic Development Coordinator, Economic Development Services

**K. Shaw MOVED:**

**Motion 214/17: That Council authorize the Mayor to sign the Regional Economic Development Entity Memorandum of Association, on behalf of Sturgeon County Council, to subscribe for a share in the Part 9 Company to be incorporated for regional economic development in the Edmonton Metropolitan Region.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**P. Tighe MOVED:**

**Motion 215/17: That Council approve the three-year funding commitment to the Regional Economic Development Entity, to a maximum of \$40,000 in 2017; a maximum of \$60,000 in 2018; and \$80,000 in 2019, to be funded from the Economic Development Operating Budget.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

The meeting was recessed at 10:07 a.m.

The meeting was reconvened at 10:11 a.m.

**D.1** Edmonton Metropolitan Region Economic Development Entity

A vote by secret ballot was held to determine the elected representative and alternate elected representative to the Edmonton Metropolitan Region Economic Development Entity.

**K. Shaw MOVED:**

**Motion 216/17: That Council appoint Mayor Flynn to serve as the elected representative of Sturgeon County Council on the Regional Economic Development Entity and in the event that Mayor Flynn is unable to attend any meeting of the shareholders, appoints Councillor Evans to serve as the alternate elected representative, as required by the Articles of Association of the Company.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**K. Shaw MOVED:**

**Motion 217/17: That Council direct Administration to release annual funding to the Regional Economic Development Entity only after an annual presentation is made to Council by the Board Chair and CEO, on or before September 30 of each year.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**J. Kaup MOVED:**

**Motion 218/17: That all ballots be destroyed.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**K. Shaw MOVED:**

**Motion 219/17: That Council reconsider the motion to adopt the Agenda, as amended, to make the following change:**

**\* Item D.7 to be time specific to 11:30 a.m.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**D.2** Seniors' Week Proclamation

Presented by: Susan Berry, Manager, Community Services

**J. Kaup MOVED:**

**Motion 220/17: That Council proclaim June 5 to 11, 2017 as Seniors' Week in Sturgeon County.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**D.3** Land Use Bylaw 1385/17 - Secondary Suites and Storage of Recreational Vehicles

Presented by: Clayton Kittlitz, Manager, Current Planning and Development Services and Arjen de Klerk, Senior Planning and Development Officer, Current Planning and Development Services

Councillor Kaup left the meeting at 10:58 a.m.

Councillor Kaup returned to the meeting at 11:05 a.m.

**S. Evans MOVED:**

**Motion 221/17: That Council approve the following option as identified in the Request for Decision dated May 10, 2017:**

**\* Secondary Suites Option 1(d) - Add Secondary Suite as a discretionary use only in the R1 and R3 land use districts and consider the addition of Secondary Suites in the AG district until an Agricultural Master Plan is completed. As well:**

**\* Require a Secondary Suite to make use of the same servicing system as the principal dwelling;**

**\* Define "Farm Help Accommodation" and add as a permitted use in the AG (major, minor and residential) district.**

**CARRIED**

**For:** 6 - T. Flynn, F. Caron, S. Evans, J. Kaup, P. Tighe, and K. Shaw

**Against:** 1 - W. Bokenfohr

**S. Evans MOVED:**

**Motion 222/17: That Council table Item D.3 to allow for Item D.7.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

The meeting was recessed at 11:30 a.m.

The meeting was reconvened at 11:34 a.m.

**D.7** Local Roads Reconstruction Program Design - Final Report

Chris Baisley, Director, Infrastructure and Capital Projects, Deloitte Canada, and Sabrina Reschny, Manager, Human Capital, Deloitte Canada, provided a presentation to Council.

**S. Evans MOVED:**

**Motion 223/17: That Council accept the report prepared by Deloitte Consulting LLP for Local Roads Reconstruction Program as information.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**J. Kaup MOVED:**

**Motion 224/17: That Council direct Administration to bring forward recommendations for consideration during the 2018 budget process.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**P. Tighe MOVED:**

**Motion 225/17: That Council refer the May 23, 2017 Committee of the Whole Meeting items to a future date.**

**CARRIED UNANIMOUSLY**



**For:**7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

The meeting was recessed at 12:33 p.m.

The meeting was reconvened at 1:29 p.m.

**W. Bokenfohr MOVED:**

**Motion 226/17: That Council further reconsider the motion to adopt the Agenda, as amended, to make the following change:**

**\* Move Item D.4 to after Item H.1.**

**CARRIED UNANIMOUSLY**

**For:**7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**D.3** Land Use Bylaw 1385/17 - Secondary Suites and Storage of Recreational Vehicles

**W. Bokenfohr MOVED:**

**Motion 227/17: That Council lift Item D. 3 from the table.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**K. Shaw MOVED:**

**Motion 228/17: That Council approve the following option as identified in the Request for Decision dated May 10, 2017:**

**\* Storage of Recreational Vehicles Option 2(c) - Require rezoning to a more appropriate land use district (i.e. but not 'Agricultural') which is consistent in the proposed Land Use Bylaw 1385/17.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**S. Evans MOVED:**

**Motion 229/17: That Council approve the following option as identified in the Request for Decision dated May 10, 2017:**

**\* Storage of Recreational Vehicles Option 3(a) - Leave the existing maximums listed in Section 6.20 (i.e. One Recreational Vehicle in the R2, R3, R4 and REC districts; Three (3) Recreational Vehicles in the AG-Res and R1 districts; and five (5) Recreational Vehicles in the Ag-Maj and Ag-Min districts), with the addition that existing residential parcels within the heavy industrial land use district are to be treated as AG major or minor.**

**CARRIED**

**For:** 4 - S. Evans, W. Bokenfohr, J. Kaup, and K. Shaw

**Against:** 3 - T. Flynn, F. Caron, and P. Tighe

**D.5** Development Permit 17-D0098 - Lafarge Canada Inc. -  
Quick Extraction Zones 1 & 3

Presented by: Colin Krywiak, Senior Planning and Development Officer, Current Planning and Development Services, and Aaron Hair, Planning and Development Officer, Current Planning and Development Services

**W. Bokenfohr MOVED:**

**Motion 230/17: That Council conditionally approve  
Development Permit 17-D0098.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**D.6** Fees and Charges Schedule Amendment -  
Over-dimensional or Over-weight Permit Fee

Presented by: Shane Hogan, Manager, Transportation Services, and Max Adu-Safo, Programs Supervisor, Transportation Services

Councillor Bokenfohr left the meeting at 2:25 p.m.

Councillor Bokenfohr returned to the meeting at 2:28 p.m.

**F. Caron MOVED:**

**Motion 231/17: That Council approve the amendment to  
the 2017 Fees and Charges Schedule to include a \$20  
flat fee for over-dimensional or over-weight vehicle  
permits to Transportation Services fees.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**D.8** General Municipal Servicing Standards Vision Statement and Guiding Principles

Presented by: Brian Hartman, Manager, Engineering Services, and Chris Krath, Senior Engineering Officer, Engineering Services

**K. Shaw MOVED:**

**Motion 232/17: That Council refer the Vision Statement and Guiding Principles to the Agricultural Service Board for further input.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**K. Shaw MOVED:**

**Motion 233/17: That Council approve the Vision Statement and Guiding Principles to provide Administration with direction required to complete the rewrite of Sturgeon County's General Municipal Servicing Standards.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**D.9** Cardiff Road Improvements Project - Contract Award Recommendation

Presented by: Brian Hartman, Manager, Engineering Services, and Stephen Hinton, Capital Projects Officer, Engineering Services

**S. Evans MOVED:**

**Motion 234/17: That Council approve the increased budget and funding for the Cardiff Main Road Improvements project in the amount of \$234,000, funded by the Federal Gas Tax Fund grant.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**S. Evans MOVED:**

**Motion 235/17: That Council approve the increased budget and funding for the Cardiff Main Road Improvements project in the amount of \$399,289, funded by the Transportation Capital Road Network Reserve.**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

**S. Evans MOVED:**

**Motion 236/17: That Council award the contract for construction of the Cardiff Main Road Improvements project to Carmacks Enterprises Ltd., at a contract price of \$2,764,290 (not including GST).**

**CARRIED UNANIMOUSLY**

**For:** 7 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, P. Tighe, and K. Shaw

## **E. MAYOR AND COUNCIL**

**E.1** Councillor Tighe - Motion

**P. Tighe MOVED:**

**Motion 237/17: To have the Council Remuneration Policy reviewed and updated through an independent committee.**

**DEFEATED**

**For:** 2 - W. Bokenfohr, and P. Tighe

**Against:** 5 - T. Flynn, F. Caron, S. Evans, J. Kaup, and K. Shaw

**G. URGENT MATTERS**

**G.1** Councillor Caron - Concerns regarding misinformation

**F. Caron MOVED:**

**Motion 238/17: That Council direct Administration to provide at the June 13, 2017 regular meeting of Council a clear and accurate reporting of:**

- i) the number of budgeted employees (appropriately reflecting full time, part time and casual) for the period 2013 – 2017;**
- ii) total payroll and average salaries for the same period; and**
- iii) information available from third party sources (e.g. Municipal Affairs) that shows, in aggregate, how Sturgeon County employees and salaries compare to other similar and nearby municipalities.**

**CARRIED**

**For:** 5 - T. Flynn, F. Caron, S. Evans, J. Kaup, and K. Shaw

**Against:** 2 - W. Bokenfohr, and P. Tighe

**H. NOTICES OF MOTION**

**H.1** Councillor Shaw - Notice of Motion

Councillor Shaw gave notice that she will introduce the following motion at the June 13, 2017 regular Council Meeting:

That Council direct Administration to remove the Council Updates/Roundtable from the Order of Business on future Council Agendas, until such time that Council deems it necessary to bring them back.

The meeting was recessed at 3:32 p.m.

The meeting was reconvened at 3:35 p.m.

**D. NEW BUSINESS...continued**

**D.4** Land Use Bylaw 1385/17 Directional Report -  
Administration's Response to Written and Verbal Input  
Received During the Land Use Bylaw Public Hearing

Presented by: Clayton Kittlitz, Manager, Current Planning and Development Services  
and Arjen de Klerk, Senior Planning and Development Officer, Current Planning and  
Development Services

The meeting was recessed at 4:33 p.m.

Councillor Tighe left the meeting during recess at 4:35 p.m.

The meeting was reconvened at 4:39 p.m.

**Present:** 6 - Mayor Tom Flynn, Councillor Ferd Caron, Councillor Susan  
Evans, Councillor Wayne Bokenfohr, Councillor Jerry Kaup,  
and Councillor Karen Shaw

**Absent:** 1 - Councillor Patrick Tighe

**D.4**

Land Use Bylaw 1385/17 Directional Report -  
Administration's Response to Written and Verbal Input  
Received During the Land Use Bylaw Public Hearing

**F. Caron MOVED:**

**Motion 239/17: That Council direct Administration to  
exempt for further discussion purposes at the June 13,  
2017 regular Council Meeting the following items under  
Attachment #1 of the Request for Decision:**

- \* 2.1            \* 6.14
- \* 2.2            \* 6.16
- \* 2.6            \* 7.2
- \* 3.2            \* 8.1
- \* 3.5            \* 8.2
- \* 3.7            \* 8.6
- \* 3.8            \* 8.10
- \* 3.9            \* 11.6
- \* 6.3            \* 12.3
- \* 6.4            \* 12.8
- \* 6.9            \* 12.10
- \* 6.10           \* 12.14

**CARRIED UNANIMOUSLY**

**For:** 6 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, and K. Shaw

**S. Evans MOVED:**

**Motion 240/17: That Council direct Administration to  
incorporate all other recommended changes as per the  
motions within the Directional Report (Attachment #1)  
into Schedule A of the proposed Bylaw 1385/17 that  
received first reading on January 24, 2017.**

**CARRIED UNANIMOUSLY**

**For:** 6 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, and K. Shaw



**I. ADJOURNMENT**

**J. Kaup MOVED:**

**Motion 241/17: That Council adjourn the regular  
Council Meeting at 4:49 p.m.**

**CARRIED UNANIMOUSLY**

**For:** 6 - T. Flynn, F. Caron, S. Evans, W. Bokenfohr, J. Kaup, and K.  
Shaw

\_\_\_\_\_  
MAYOR

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COUNTY COMMISSIONER (CAO)