



# Sturgeon County

9613-100 Street  
Morinville, Alberta  
T8R 1L9

## Meeting Minutes - Final Council

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Tuesday, September 24, 2019

9:00 AM

Council Chambers

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

**Present:** 6 - Mayor Alanna Hnatiw, Councillor Dan Derouin, Councillor Wayne Bokenfohr, Councillor Neal Comeau, Councillor Patrick D. Tighe, and Councillor Karen Shaw

#### A.1 CALL TO ORDER

Mayor Hnatiw called the September 24, 2019 Regular Council Meeting to order at 9:00 a.m. and acknowledged that Council meets on Treaty 6 Territory, a traditional meeting grounds for many Indigenous Peoples, and in particular the Michel Band and Alexander First Nation, and also recognized the Metis and Inuit, whose footsteps have marked these lands and share a deep rooted history.

#### **Administration Present**

Reegan McCullough, County Commissioner - CAO  
Scott MacDougall, General Manager, Infrastructure Services  
Ed Kaemingh, Acting Director, Financial & Strategic Services  
Jesse Sopko, Acting Director, Corporate Services  
Travis Peter, Acting Director, Development Services  
Arla Pirtle, Manager, Assessment Services  
Colin Krywiak, Manager, Development Support Services  
Pat Mahoney, Fire Chief/Manager, Protective Services  
Jeff Yanew, Manager, Utility & Waste Management Services  
Sabrina Duquette, Controller, Financial Services  
Jennifer Lavallee, Intergovernmental Advisor, Planning & Regional Services  
Aaron Hair, Senior Planning & Development Officer, Development Support Services  
Tanis Sawatsky, Legislative Officer, Legislative Services

#### **A.1.1 Division 2 Councillor Swearing In**

Reegan McCullough, County Commissioner - CAO, administered the Oath of Office to Councillor Toms.

**Present:** 7 - Mayor Alanna Hnatiw, Councillor Dan Derouin, Councillor Kristin Toms, Councillor Wayne Bokenfohr, Councillor Neal Comeau, Councillor Patrick D. Tighe, and Councillor Karen Shaw

A.2 ADOPTION OF AGENDA

**W. Bokenfohr MOVED:**

**Motion 365/19: That Council adopt the September 24, 2019 Regular Council Meeting Agenda as presented.**

**CARRIED UNANIMOUSLY**

**For:7 -** A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

A.3 ADOPTION OF MINUTES

**A.3.1** September 10, 2019 Regular Council Meeting Minutes

**D. Derouin MOVED:**

**Motion 366/19: That Council adopt the September 10, 2019 Regular Council Meeting Minutes as presented.**

**CARRIED UNANIMOUSLY**

**For:7 -** A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

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

## C.1 PRESENTATIONS

**C.1.1** 9:00 a.m. Edmonton International Airport Annual Update to Council

Tom Ruth, President and CEO, Edmonton International Airport; Dale Klein, Chair, Audit Committee, Edmonton International Airport; and Naseem Bashir, Board Chair, Edmonton International Airport, provided a presentation to Council.

**D. NEW BUSINESS****D.1** CLOSED SESSION 9:30 a.m. Cost Comparative Review of Assessment Services  
\*\*\*Closed session pursuant to section 197(2) of the Municipal Government Act and in accordance with section 24 (advice from officials) of the Freedom of Information and Protection of Privacy Act\*\*\*

Presented by Reegan McCullough, County Commissioner - CAO, and John Lindsay, Senior Consultant, Transitional Solutions Inc. (TSI).

**N. Comeau MOVED:**

**Motion 367/19: That Council move to a closed session at 9:25 a.m. pursuant to section 197(2) of the Municipal Government Act and in accordance with section 24 (advice from officials) of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

**For:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

The following members of Administration were also in attendance for the closed session to provide information and/or administrative assistance:

Scott MacDougall, General Manager, Infrastructure Services; Jesse Sopko, Acting Director, Corporate Services; Travis Peter, Acting Director, Development Support Services; Ed Kaemingh, Acting Director, Financial & Strategic Services; Arla Pirtle, Manager, Assessment Services; Tanis Sawatsky, Legislative Officer, Legislative Services.

Kelly VanOuwesker, Human Resource Management Expert, Transitional Solutions Inc., was also in attendance for the closed session.

- D.1**                      **CLOSED SESSION 9:30 a.m. Cost Comparative Review of Assessment Services**  
\*\*\*Closed session pursuant to section 197(2) of the Municipal Government Act and in accordance with section 24 (advice from officials) of the Freedom of Information and Protection of Privacy Act\*\*\*

**K. Shaw MOVED:**

**Motion 368/19: That Council move out of the Closed Session at 10:44 a.m.**

**CARRIED UNANIMOUSLY**

**For:7 - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw**

The meeting was recessed at 10:44 a.m. to allow for the return of the public.

The meeting was reconvened at 10:45 a.m. with all those members of Council previously listed in attendance.

**D.1**

CLOSED SESSION 9:30 a.m. Cost Comparative Review of Assessment Services

\*\*\*Closed session pursuant to section 197(2) of the Municipal Government Act and in accordance with section 24 (advice from officials) of the Freedom of Information and Protection of Privacy Act\*\*\*

**W. Bokenfohr MOVED:**

**Motion 369/19: That Council receive the Cost Comparative Review of Assessment Services Report as information.**

**CARRIED UNANIMOUSLY**

**For:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

**W. Bokenfohr MOVED:**

**Motion 370/19: That Council direct Administration to retain in-house assessment services, incorporate succession planning to bring ratio per parcel in line with comparable municipalities, seek opportunities to offer or accept intermunicipal residential assessment services, and continue to represent the County's interests regarding machinery and equipment assessment methodology.**

**CARRIED UNANIMOUSLY**

**For:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

**W. Bokenfohr MOVED:**

**Motion 371/19: That the Request for Decision and attachments remain confidential in accordance with section 24 (advice from officials) of the Freedom of Information and Protection of Privacy Act, to be released at the Chief Administrative Officer's discretion once staff are advised of Council's decision.**

**CARRIED UNANIMOUSLY**

**For:7 - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw**

The meeting was recessed at 10:48 a.m.

The meeting was reconvened at 10:54 a.m. with all those members of Council previously listed in attendance.

**C.1 PRESENTATIONS...continued**

**C.1.2** 10:30 a.m. Matthew A. Cassidy Presentation re Property Tax Penalty Cancellation Request

Matthew Cassidy provided a presentation to Council.

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

**D.2** Request for Cancellation of Property Tax Arrears - Roll #3704002

Presented by Sabrina Duquette, Controller, Financial Services.

**P.D. Tighe MOVED:**

**Motion 372/19: That Council refuse the request to cancel the 2019 property tax arrears for Roll #3704002.**

**DEFEATED**

**For:**1 - K. Shaw

**Against:**6 - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, and P.D. Tighe

**P.D. Tighe MOVED:**

**Motion 373/19: That Council cancel the penalty for taxes for Tax Roll #3704002 in the amount of \$294.73.**

**CARRIED**

**For:**6 - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, and P.D. Tighe

**Against:**1 - K. Shaw

**D.3** Bylaw 1450/19 - Amendment of Bylaw 1354/15 - Fire Services Bylaw

Presented by Pat Mahoney, Fire Chief/Manager, Protective Services.

**K. Shaw MOVED:**

**Motion 374/19: That Council give first reading of Bylaw 1450/19.**

**CARRIED UNANIMOUSLY**

**For:**7 - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

**K. Shaw MOVED:**

**Motion 375/19: That Council give second reading of Bylaw 1450/19.**

**CARRIED UNANIMOUSLY**

**For:**7 - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

**K. Shaw MOVED:**

**Motion 376/19: That Council consider third reading of Bylaw 1450/19.**

**CARRIED UNANIMOUSLY**

**For:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

**K. Shaw MOVED:**

**Motion 377/19: That Council give third reading of Bylaw 1450/19.**

**CARRIED UNANIMOUSLY**

**For:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

**D.4**

Rural Municipalities of Alberta (RMA) Resolution re:  
Provincial Highway Access and Setback Authority

Presented by Jennifer Lavallee, Intergovernmental Advisor, Development Services.

**W. Bokenfohr MOVED:**

**Motion 378/19: That Council endorse the proposed Rural Municipalities of Alberta resolution regarding provincial highway access and setback authority for consideration at the October 7, 2019 Pembina River Zone Meeting.**

**CARRIED UNANIMOUSLY**

**For:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw



**N. Comeau MOVED:**

**Motion 379/19: That Council appoint Councillor Bokenfohr as the Resolution Champion for the October 7, 2019 Pembina River Zone Meeting and any further reviews.**

**CARRIED UNANIMOUSLY**

**For:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

**D.5** Bylaw 1440/19 - Road Closure of Road Plan 7770Z  
(Second and Third Reading)

Presented by Aaron Hair, Senior Planning Officer, Development Support Services, and Colin Krywiak, Manager, Development Support Services.

Councillor Toms abstained from voting, in accordance with section 184(a) of the *Municipal Government Act*, as she was not present for the Public Hearing for proposed Bylaw 1440/19.

**N. Comeau MOVED:**

**Motion 380/19: That Council give second reading of Bylaw 1440/19.**

**CARRIED UNANIMOUSLY**

**For:6** - A. Hnatiw, D. Derouin, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

Deputy Mayor Tighe left the meeting at 11:28 a.m.

Deputy Mayor Tighe returned to the meeting at 11:29 a.m.

Councillor Toms left the meeting at 11:32 a.m.

**D.5** Bylaw 1440/19 - Road Closure of Road Plan 7770Z  
(Second and Third Reading)

**N. Comeau MOVED:**

**Motion 381/19: That Council give third reading of Bylaw 1440/19.**

**CARRIED UNANIMOUSLY**

**For:6** - A. Hnatiw, D. Derouin, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

**N. Comeau MOVED:**

**Motion 382/19: That Council transfer the portion of road indicated in Bylaw 1440/19 to the Sturgeon School Division #24 for \$1.00.**

**CARRIED UNANIMOUSLY**

**For:6** - A. Hnatiw, D. Derouin, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

Councillor Toms returned to the meeting at 11:33 a.m.

**D.6** Bylaw 1455/19 - Sturgeon County and Parkland County Intermunicipal Collaboration Framework (ICF)

Presented by Jennifer Lavallee, Intergovernmental Advisor, Development Services.

**K. Shaw MOVED:**

**Motion 383/19: That Council give first reading of Bylaw 1455/19.**

**CARRIED UNANIMOUSLY**

**For:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

**K. Shaw MOVED:**

**Motion 384/19: That Council give second reading of Bylaw 1455/19.**

**CARRIED UNANIMOUSLY**

**For:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

**D.7** Summerbrook Reservoir Upgrade Deferral

Presented by Jeff Yanew, Manager, Utility & Waste Management Services.

**K. Toms MOVED:**

**Motion 385/19: That Council authorize the deferral and phased approach of the Summerbrook Reservoir Project from the 2019 Utility Capital Plan to the 2021 Plan.**

**CARRIED UNANIMOUSLY**

**For:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

**D.8** Re-scope of Bridge File 9433

Presented by Scott MacDougall, General Manager, Infrastructure Services, and Gary Mayhew, Manager, Transportation Services.

**N. Comeau MOVED:**

**Motion 386/19: That Council approve the re-scope of the 2019 capital replacement of Bridge File 9433 to a capital rehabilitation to be executed in 2020.**

**CARRIED UNANIMOUSLY**

**For:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

The meeting was recessed at 12:00 p.m.

The meeting was reconvened at 12:04 p.m. with all those members of Council previously listed in attendance.

D.9 - Additional Item Added Re: Chair Appointment to Pembina Zone

**D. Derouin MOVED:**

**Motion 387/19: That Council add item D.9 - RMA Pembina Zone Three Chair Endorsement to the September 24, 2019 Regular Council Meeting agenda.**

**CARRIED UNANIMOUSLY**

**For:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

**W. Bokenfohr MOVED:**

**Motion 388/19: That Council endorse the submission of Deputy Mayor Tighe as Chair for the Pembina Zone 3 for the Rural Municipalities of Alberta.**

**CARRIED UNANIMOUSLY**

**For:7** - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw

**I. ADJOURNMENT**

**K. Toms MOVED:**

**Motion 389/19: That Council adjourn the September 24, 2019 Regular Council Meeting at 12:10 p.m.**

**CARRIED UNANIMOUSLY**

**For:7 - A. Hnatiw, D. Derouin, K. Toms, W. Bokenfohr, N. Comeau, P.D. Tighe, and K. Shaw**

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MAYOR

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COUNTY COMMISSIONER (CAO)