



# Sturgeon County

9613-100 Street  
Morinville, Alberta  
T8R 1L9

## Meeting Minutes - Unadopted Council

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Tuesday, December 13, 2016

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

#### **Administration Present**

Peter Tarnawsky, County Commissioner - CAO  
Stephane Labonne, General Manager, Integrated Growth  
Ian McKay, General Manager, Municipal Services  
Rick Wojtkiw, General Manager, Corporate Support  
Ed Kaemingh, Manager, Financial Services  
Susan Berry, Manager, Community Services  
Clayton Kittlitz, Manager, Current Planning and Development Services  
Pat Mahoney, Fire Chief/Manager, Protective Services  
Ken Hodge, Manager, Special Projects - Facilities, Fleet and Building Services  
Angela Veenstra, Manager, Agriculture Services  
Shane Hogan, Acting Manager, Transportation Services  
Christine Beveridge, Senior Legislative Officer, Legislative Services  
Danielle Figura, Business Strategy Manager, Commissioner's Office  
Colin Krywiak, Senior Planning and Development Officer, Current Planning and Development Services  
Chris Pullen, Senior Infrastructure Engineering Officer, Engineering Services  
Ebenezer Ajei, Senior Financial Analyst, Financial Services  
Kofi Boakye, Senior Accountant - Operations, Financial Services  
Bernice Gordon, Corporate Business Planner, Commissioner's Office  
Lisa Schovanek, Legislative Officer, Legislative Services

Mayor Flynn commended Peter Tarnawsky, Stephane Labonne, Tyler Westover and the rest of Sturgeon County staff for working towards Sturgeon County acquiring one of two new petrochemical projects on the PDH/PDP Program in Alberta's Industrial Heartland as announced by the Government of Alberta.

## A.2 ADOPTION OF AGENDA

### **W. Bokenfohr MOVED:**

**Motion 444/16: That Council adopt the Agenda. The following change was made:**

**\* Added Item G.1 - In-Camera Land Matter.**

### **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** November 22, 2016 - Regular Council Meeting Minutes

### **J. Kaup MOVED:**

**Motion 445/16: That the minutes of the November 22, 2016 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

**A.3.2** November 23, 2016 - Council Budget Presentations - Day 1 - Minutes

**K. Shaw MOVED:**

**Motion 446/16: That the minutes of the November 23, 2016 - Council Budget Presentations - Day 1 meeting be approved as presented.**

**CARRIED UNANIMOUSLY**

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

**A.3.3** November 24, 2016 - Council Budget Presentations - Day 2 - Minutes

**K. Shaw MOVED:**

**Motion 447/16: That the minutes of the November 24, 2016 - Council Budget Presentations - Day 2 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

**C.1.1** 9:00 a.m. - Alberta Public Works Association -Project of the Year Award - 2016 Structures

Presented by: Ken Hodge, Manager, Special Projects - Facilities, Building and Fleet Services

Jeanette Austin, CAO, Alberta Public Works Association, was in attendance to present Sturgeon County with an award in recognition of the Protective Services Headquarters and Namao Fire Hall being named "Project of the Year" in the 2016 Structures category.

**S. Evans MOVED:**

**Motion 448/16: That Council receive the Alberta Public Works Association - Project of the Year Award - 2016 Structures report as information.**

**CARRIED UNANIMOUSLY**

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

**D. NEW BUSINESS**

**D.1** 2017 - 2019 Corporate Business Plan

Presented by: Danielle Figura, Business Strategy Manager, Commissioner's Office, and Bernice Gordon, Corporate Business Planner, Commissioner's Office

**K. Shaw MOVED:**

**Motion 449/16: That Council approve the 2017 - 2019 Corporate Business Plan.**

**CARRIED UNANIMOUSLY**

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

**D.2** Library Funding

Presented by: Susan Berry, Manager, Community Services

**F. Caron MOVED:**

**Motion 450/16: That Council receive the Library Funding report as information and consider the recommended funding increase to local Libraries as part of the recommended 2017 Operating Budget deliberations.**

**CARRIED UNANIMOUSLY**

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

**D.3** 2017 - 2019 Gravel Supply Contract Award

Presented by: Shane Hogan, Acting Manager, Transportation Services

**W. Bokenfohr MOVED:**

**Motion 451/16: That Council award the 2017 - 2019 Gravel Supply Contract for Site 1 (Legal Stockpile) to Lafarge Canada Inc., as per the tender documents.**

**CARRIED UNANIMOUSLY**

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

**S. Evans MOVED:**

**Motion 452/16: That Council award the 2017 - 2019 Gravel Supply Contract for Site 2 (Lilly Lake Stockpile) to Dale Croswell Construction Co. Ltd. as per the tender documents.**

**CARRIED UNANIMOUSLY**

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

**J. Kaup MOVED:**

**Motion 453/16: That Council award the 2017 - 2019 Gravel Supply Contract for Site 3 (Opal Stockpile) to Peoples Trucking Ltd., as per the tender documents.**

**CARRIED UNANIMOUSLY**

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

**D.11** Bylaw 1372/16 - KDL Contracting Ltd. Rezoning Application (First Reading)

Presented by: Clayton Kittlitz, Manager, Planning and Development Services, and Colin Krywiak, Senior Planning and Development Officer, Planning and Development Services

**W. Bokenfohr MOVED:**

**Motion 454/16: That Council give first reading to Bylaw 1372/16 to redistrict Block A; Plan 8021495 from "Agriculture" (Ag) to "Specific Development Control District Sixteen" (S-DC-16).**

**CARRIED UNANIMOUSLY**

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

The meeting was recessed at 9:52 a.m.

The meeting was reconvened at 9:56 a.m.

**D.4** 2017 Proposed Operating & Capital Budget

Presented by: Ed Kaemingh, Manager, Financial Services, and Graham Isbister, Finance Business Partner, Financial Services

**K. Shaw MOVED:**

**Motion 455/16: That Council approve the 2017 Operating and Capital Budget as presented in the 2017 Budget Document.**

**CARRIED**

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

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

**D.5** 2017 Fees and Charges Schedule

Ed Kaemingh, Manager, Financial Services, and Graham Isbister, Finance Business Partner, Financial Services

**S. Evans MOVED:**

**Motion 456/16: That Council table the decision to amend the 2017 Fees and Charges for Cell/Internet/Communication Towers from \$2,000 to \$300 pending a report from Administration.**

**CARRIED**

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

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

**P. Tighe MOVED:**

**Motion 457/16: That the 2017 Fees and Charges Schedule be amended as follows:**

**\* Amateur/HAM Radio Tower from \$300 to \$100.**

**DEFEATED**

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

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

**F. Caron MOVED:**

**Motion 458/16: That the 2017 Fees and Charges Schedule be amended as follows:**

**\* Dust Control Late Fee (April 16th – May 31st) from \$150 to \$100.**

**CARRIED**

- For:** 5 - T. Flynn, F. Caron, W. Bokenfohr, J. Kaup, and P. Tighe  
**Against:** 2 - S. Evans, and K. Shaw

**S. Evans MOVED:**

**Motion 459/16: That Council approve the 2017 Fees and Charges Schedule as amended**

**CARRIED UNANIMOUSLY**

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

**D.6 Board Member Appointments**

Presented by: Christine Beveridge, Senior Legislative Officer, Legislative Services

**S. Evans MOVED:**

**Motion 460/16: That Council approve the public appointments to the County's Boards and Committees as set out within Attachment 1 and as recommended by the Boards and Committees Selection Committee for terms commencing on January 1, 2017.**

**CARRIED UNANIMOUSLY**

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



**D.7** 2016 Property Tax Write-Off

Presented by: Ed Kaemingh, Manager, Financial Services, and Kofi Boakye, Senior Accountant, Financial Services

**F. Caron MOVED:**

**Motion 461/16: That Council authorize the write-off of taxes owing in the amount of \$63,975.37 per the presented tax roll list, as these accounts can no longer be collected.**

**CARRIED UNANIMOUSLY**

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

**D.8** Risk Management Policy

Presented by: Ed Kaemingh, Manager, Financial Services, and Ebenezer Adjei, Senior Financial Analyst, Financial Services

**K. Shaw MOVED:**

**Motion 462/16: That Council approve the Risk Management Policy.**

**CARRIED UNANIMOUSLY**

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

**D.9** Funding from Alberta's Industrial Heartland Land Trust Society (LTS)

Presented by: Ed Kaemingh, Manager, Financial Services, and Ebenezer Adjei, Senior Financial Analyst, Financial Services

**P. Tighe MOVED:**

**Motion 463/16: That Council approve a transfer of \$1,000,000 to Deferred Revenue funded from Alberta's Heartland Land Trust Society payment.**

**CARRIED UNANIMOUSLY**

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

The meeting was recessed at 11:12 a.m.

The meeting was reconvened at 11:16 a.m.

**D.10** Town of Bon Accord 2017 - 2021 Fire Service Agreement

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

**S. Evans MOVED:**

**Motion 464/16: That Council authorize the Mayor, CAO and County Fire Chief to endorse the 2017 - 2021 Fire Service Agreement with Town of Bon Accord.**

**CARRIED UNANIMOUSLY**

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

**D.12** Trail Maintenance Policy Approval

Presented by: Angela Veenstra, Manager, Agriculture Services

**S. Evans MOVED:**

**Motion 465/16: That Council approve the Trail Maintenance Policy as presented.**

**CARRIED UNANIMOUSLY**

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

**D.13** Update Snow & Ice Control Policy

Presented by: Shane Hogan, Acting Manager, Transportation Services

**K. Shaw MOVED:**

**Motion 466/16: That Council approve the amendments to Snow & Ice Control Policy formerly known as TRA-SNO-1.**

**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 Caron - Motion

**F. Caron MOVED:**

**Motion 467/16: That Council direct Administration to bring forward a recommendation or policy amendment, defining levels of service for area Type 2 vegetation management, to include trimming around road signs and obstacles on road rights-of-way, and provide information regarding fiscal impact.**

**CARRIED UNANIMOUSLY**

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

**G. URGENT MATTERS**

G.1 In-Camera Land Matter

**P. Tighe MOVED:**

**Motion 468/16: That Council proceed to an In-Camera session at 11:44 a.m. to discuss Item G.1.**

**CARRIED UNANIMOUSLY**

Councillor Bokenfohr left the meeting at 12:07 p.m.

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

**Absent:** 1 - Councillor Wayne Bokenfohr

**F. Caron MOVED:**

**Motion 469/16: That Council move out of the In-Camera session at 12:08 p.m.**

**CARRIED UNANIMOUSLY**

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

The meeting was recessed at 12:08 p.m.

The meeting was reconvened at 1:15 p.m.

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

**F. COUNCIL UPDATES/ROUNDTABLE**

#### F.1 Wayne Bokenfohr, Councillor, Division 3

**Councillor Bokenfohr** updated Council on his recent activities, which included:

- \* Attendance at Advocacy Days at the Federation of Canadian Municipalities (FCM), where he met with MP's Michelle Rempel, Ziad Aboutaif, Martin Shield and Kerry Diotte.
- \* Attendance at the On-Track Railway Open House on November 18, 2016.
- \* Attendance at the Sturgeon County/St. Albert Inter-municipal Affairs Committee meeting.

#### F.2 Jerry Kaup, Councillor, Division 4

**Councillor Kaup** updated Council on his recent activities, which included:

- \* Attendance at Remembrance Day Ceremony in Legal.
- \* Attendance at the Morinville Seed Cleaning Plant annual meeting on November 18, 2016.
- \* Attendance at the AAMDC Fall Conference.
- \* Attendance at the Calahoo-Villeneuve Gravel Extraction Advisory Committee Meeting.
- \* Attendance at the County Budget meetings November 23 and 24, 2016.
- \* Attendance at the Land Use Bylaw Open House in Cardiff.
- \* Attendance at the Roseridge Landfill meeting. They are going to manage the operations of the site on their own.
- \* Attendance at the Sturgeon County family and employee parties, which were both well organized and well attended.
- \* Attendance at the Sturgeon County/St. Albert Inter-municipal Affairs Committee meeting on December 12, 2016.

#### F.3 Patrick Tighe, Councillor, Division 5

**Councillor Tighe** updated Council on his recent activities which included:

- \* Attendance at the Morinville Chamber of Commerce Business Awards Gala.
- \* Attendance at the Remembrance Day Ceremony in Morinville.
- \* Attendance at the On-Track Railway Open House on November 18, 2016.

#### F.4 Karen Shaw, Councillor, Division 6

**Councillor Shaw** updated Council on her recent activities, which included:

- \* Thanked everyone for budget process and each year gets better. Thanks to staff for being very realistic and working so hard, and the rest of Council as well.

#### F.5 Ferd Caron, Councillor, Division 1

**Councillor Caron** updated Council on his recent activities, which included:

- \* Attendance at Library Day in Elk Point.
- \* Attendance at the Community Services Board Advisory meeting on December 12, 2016.

#### F.6 Susan Evans, Councillor, Division 2

**Councillor Evans** updated Council on her recent activities, which included:

- \* Advised that with Sturgeon Foundation and Westlock Foundation amalgamating, the organizational meeting of Homeland Foundation will be on January 11, 2017 and the first board meeting will be January 26, 2017. The final board meeting for the Sturgeon Foundation will be December 19, 2017.
- \* Attendance at a number of Capital Region Board meetings and committees.

#### F.7 Mayor Tom Flynn

**Mayor Flynn** updated Council on his recent activities, which included:

- \* Attendance at the Land Use Bylaw Open House and advised the input received at the last public meeting was valuable.
- \* Update regarding Alberta's Industrial Heartland. There is an interim CEO guiding the operations until the end of the year, and the recruitment process for a new long-term CEO is underway.
- \* Pleased to see the approval of two of the pipelines.
- \* Attendance at Capital Region Board (CRB). The Minister came to the last meeting and brought information regarding membership and mandate. They are redefining what the CRB will look like, and suggest reducing the number of members from 24 to 13. The changes will take effect at end of this municipal term.
- \* Attendance at the Government of Alberta's announcement regarding the two new petrochemical projects for Alberta's Industrial Heartland region.

#### C.2 PUBLIC HEARINGS

**C.2.1** 1:30 p.m. - Public Hearing - On-Track Railway Services  
Bylaw 1371/16 - Amendment to the Land Use Bylaw  
819/96

Mayor Flynn opened the Public Hearing at 1:34 p.m.

A Public Hearing was held to hear any submissions for or against Bylaw 1371/16.

Bylaw 1371/16 received first reading at the November 8, 2016 regular Council Meeting.

Clayton Kittlitz, Manager, Current Planning and Development Services, and Colin Krywiak, Senior Planning and Development Officer, Current Planning and Development Services introduced Bylaw 1371/16.

Chris Pullen, Senior Infrastructure Engineering Officer, Engineering Services was also in attendance to answer any question.

Darren Young, Senior Planner/GIS Specialist, ISL Engineering and Land Services Ltd., and Andrea Haines, Chief Administrative Officer, On-Track Railway Operations Ltd., attended on behalf of the Applicant to provide a presentation and speak in favour of Bylaw 1371/16.

The following correspondence was received regarding the proposed amendment:

1. Email from CN Rail, dated December 1, 2016.

Councillor Bokenfohr left the meeting at 1:56 p.m.

Councillor Bokenfohr returned to the meeting at 1:57 p.m.

Mayor Flynn closed the Public Hearing at 2:03 p.m.

Councillor Tighe left the meeting at 2:03 p.m.

Councillor Caron left the meeting at 2:03 p.m.

The meeting was recessed at 2:04 p.m.

The meeting was reconvened at 2:08 p.m.

## G. URGENT MATTERS

**G.1 In-Camera Land Matter**

**P. Tighe MOVED:**

**Motion 470/16: That Council proceed to an In-Camera session at 2:08 p.m. to discuss Item G.1.**

**CARRIED UNANIMOUSLY**

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

**K. Shaw MOVED:**

**Motion 471/16: That Council move out of the In-Camera session at 2:52 p.m.**

**CARRIED UNANIMOUSLY**

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

**J. Kaup MOVED:**

**Motion: 472/16: That Council direct Administration to assess and provide a report regarding impacts, risks and benefits of the land opportunity as discussed "In-Camera".**

**CARRIED**

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

**Against:**1 - S. Evans



**K. Shaw MOVED:**

**Motion 473/16: That Council authorize the Mayor and CAO to engage with the landowner in an exploratory discussion.**

**CARRIED**

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

**Against:** 2 - S. Evans, and P. Tighe

**I. ADJOURNMENT**

**J. Kaup MOVED:**

**Motion 474/16: That Council adjourn the regular Council Meeting at 2:54 p.m.**

**CARRIED UNANIMOUSLY**

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

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MAYOR

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COUNTY COMMISSIONER (CAO)