



# Sturgeon County

9613-100 Street  
Morinville, Alberta  
T8R 1L9

## Meeting Minutes - Unadopted Council

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Monday, July 10, 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 9:01 a.m.

#### **Administration Present**

Stephane Labonne, Acting County Commissioner - CAO  
Ian McKay, General Manager, Municipal Services  
Rick Wojtkiw, General Manager, Corporate Services  
Susan Berry, Manager, Community Services  
Ed Kaemingh, Manager, Financial Services  
Shane Hogan, Manager, Transportation Services  
Brian Hartman, Manager, Engineering Services  
Pat Mahoney, Fire Chief/Manager, Protective Services  
Clayton Kittlitz, Manager, Current Planning and Development Services  
Alyssa Hutchings, Acting Manager, Agriculture Services  
Christine Beveridge, Senior Legislative Officer, Legislative Services  
Arjen de Klerk, Senior Planning and Development Officer, Current Planning and Development Services  
Trevor Duley, Senior Advisor, Intergovernmental Affairs  
Steve Douglas, Deputy Fire Chief, Protective Services  
Graham Isbister, Finance Business Partner, Financial Services  
Jeff Yanew, Utility Operations Supervisor, Utility Services  
Lisa Schovaneck, Legislative Officer, Legislative Services  
Kylie Van der Kuil, Finance Intern, Financial Services

A.2 ADOPTION OF AGENDA

**J. Kaup MOVED:**

**Motion 331/17: That the Agenda be adopted as presented.**

**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** June 27, 2017 - Regular Council Meeting Minutes

**W. Bokenfohr MOVED:**

**Motion 332/17: That the June 27, 2017 regular Council Meeting Minutes 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. - Marty Derouin, Sturgeon County Resident - Presentation

Marty Derouin, Ron Shaw and Rob Shaw, Sturgeon County residents, provided a presentation to Council regarding the remaining residents in the Heartland area.

Councillor Shaw left the meeting at 9:40 a.m.

The meeting was recessed at 9:40 a.m.

The meeting was reconvened at 9:45 a.m.

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

**Absent:** 1 - Councillor Karen Shaw

#### **D. NEW BUSINESS**

**D.1** 9:20 a.m. - Calahoo Villeneuve Sand & Gravel Committee Annual Update

Presented by: Susan Berry, Manager, Community Services; Bill Gowdy, Member, Calahoo Villeneuve Sand & Gravel Committee; and Dale Soetaert, Member, Calahoo Villeneuve Sand & Gravel Committee

Councillor Shaw returned to the meeting at 10:01 a.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

**D.2** FCM Grant Application

Presented by: Graham Isbister, Finance Business Partner, Financial Services, and Kylie Van der Kuil, Finance Intern, Financial Services

**F. Caron MOVED:**

**Motion 333/17: That Council direct Administration to apply for a grant opportunity from the Federation of Canadian Municipalities' - Asset Management Program for Road Asset Condition Assessment and Recommendations.**

**CARRIED UNANIMOUSLY**

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

**F. Caron MOVED:**

**Motion 334/17: That Council direct Administration to engage the services of a third party to complete a condition assessment and a road condition analysis on a subclass of road assets funded by the Transportation Operating Budget.**

**CARRIED UNANIMOUSLY**

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

**D.3** Redwater Transfer Station Facility Repair

Presented by: Rick Wojtkiw, General Manager, Corporate Support

**K. Shaw MOVED:**

**Motion 335/17: That Council authorize Administration to contribute 67% or up to \$6,535 toward the cost of repairing the Redwater Transfer Station Facility, funded from the Contingency Reserve (8.2).**

**CARRIED UNANIMOUSLY**

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

**D.4** Termination of Capital Equipment Purchase - Rotary Mixer and Reallocation of Capital Funds

Presented by: Shane Hogan, Manager, Transportation Services

**J. Kaup MOVED:**

**Motion 336/17: That Council rescind Motion 199/17, as a result Administration will terminate the purchase of a RM300 Rotary Mixer at a cost of \$650,000 (\$535,000 current taxes plus revenues of \$115,000 from sale of assets).**

**CARRIED UNANIMOUSLY**

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

**J. Kaup MOVED:**

**Motion 337/17: That Council approve funds of \$175,000 to fund equipment purchases recommended and the remaining funds of \$360,000 be transferred to the Capital Vehicle and Equipment Reserve 8.15.**

**CARRIED UNANIMOUSLY**

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

The meeting was recessed at 10:59 a.m.

The meeting was reconvened at 11:04 a.m.

**D.5 Refinery Revenue Update**

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

**S. Evans MOVED:**

**Motion 338/17: That Council direct Administration to adhere to the principles and target ratios as outlined in the approved Significant Tax Revenue Growth Policy when developing the four-stage road infrastructure capital plan.**

**CARRIED UNANIMOUSLY**

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

**D.6** July 17, 2017 AAMDC Pembina River Zone Meeting

Presented by: Trevor Duley, Senior Advisor, Intergovernmental Affairs, and Alyssa Hutchings, Acting Manager, Agriculture Services

**K. Shaw MOVED:**

**Motion 339/17: That Council endorse the recommended resolution regarding farm workplace legislation and refer it to the July 17, 2017 Alberta Association of Municipal Districts and Counties (AAMDC) Pembina River Zone Meeting for consideration.**

**CARRIED UNANIMOUSLY**

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

**K. Shaw MOVED:**

**Motion 340/17: That Council appoint Councillor Evans as the Sturgeon County Resolution Champion for the July 17, 2017 Pembina River Zone Meeting.**

**CARRIED UNANIMOUSLY**

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

**F. Caron MOVED:**

**Motion 341/17: That Council accept the July 17, 2017 AAMDC Pembina River Zone briefing as information.**

**CARRIED UNANIMOUSLY**

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

**D.7** 11:30 a.m. - Town of Gibbons Annexation Application

Presented by: Trevor Duley, Senior Advisor, Intergovernmental Affairs

**P. Tighe MOVED:**

**Motion 342/17: That Council proceed to an In-Camera session at 11:33 a.m. to discuss Item D.7.**

**CARRIED UNANIMOUSLY**

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

**K. Shaw MOVED:**

**Motion 343/17: That Council move out of the In-Camera session at 11:40 a.m.**

**CARRIED UNANIMOUSLY**

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

**K. Shaw MOVED:**

**Motion 344/17: That Council authorize the Mayor to sign the Range Road 231 Agreement as presented.**

**CARRIED UNANIMOUSLY**

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

**K. Shaw MOVED:**

**Motion 345/17: That Council authorize the Mayor to sign the Town of Gibbons' Annexation Application Report, to send to the Municipal Government Board, on behalf of Sturgeon County Council.**

**CARRIED UNANIMOUSLY**

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

Councillor Shaw left the meeting at 11:44 a.m.

Councillor Shaw returned to the meeting at 11:45 a.m.

**D.8** 11:50 a.m. - Sturgeon Valley Fire Protection June 2017 Update

Presented by: Pat Mahoney, Fire Chief/Manager, Protective Services; Steve Douglas, Deputy Fire Chief, Protective Services; and Jeff Yanew, Utilities Operations Supervisor, Utility Services

**S. Evans MOVED:**

**Motion 346/17: That Council accept the Sturgeon Valley Fire Protection June 2017 Update as information and approve the Action Plan as presented.**

**CARRIED UNANIMOUSLY**

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

The meeting was recessed at 12:05 p.m.

The meeting was reconvened at 1:02 p.m.

**D.9** Bylaw 1385/17, Land Use Bylaw (Third Reading)

Presented by: Stephane Labonne, Acting County Commissioner - CAO; Clayton Kittlitz, Manager, Current Planning and Development Services; and Arjen de Klerk, Senior Planning and Development Officer, Current Planning and Development Services

**F. Caron MOVED:**

**Motion 347/17: That Council direct Administration to remove the word "upon" and replace with "60 days from" from proposed Bylaw 1385/17.**

**CARRIED**



- For:** 4 - T. Flynn, F. Caron, W. Bokenfohr, and P. Tighe  
**Against:** 3 - S. Evans, J. Kaup, and K. Shaw

**F. Caron MOVED:**

**Motion 348/17: That Council direct Administration to remove the word "upon" and replace with "60 days following" from 1.4.1 Enactment of Schedule A of proposed Bylaw 1385/17.**

**CARRIED**

- For:** 4 - T. Flynn, F. Caron, W. Bokenfohr, and P. Tighe  
**Against:** 3 - S. Evans, J. Kaup, and K. Shaw

The meeting was recessed at 1:51 p.m.

The meeting was reconvened at 1:56 p.m.

**D.9** Bylaw 1385/17, Land Use Bylaw (Third Reading)

**S. Evans MOVED:**

**Motion 349/17: That Council direct Administration to remove the word "minimum" from Section 6.25 subsection .4 in the proposed Land Use Bylaw 1385/17 Schedule A.**

**CARRIED UNANIMOUSLY**

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

**P. Tighe MOVED:**

**Motion 350/17: That Council direct Administration to investigate into the extent and nature of legacy development and business arrangements that had been entered into or represented to and with ratepayers so that Council has a better understanding of the future related outstanding obligations of Sturgeon County in relation to such arrangements, and that the CAO is to report back to Council in writing outlining the above information by November 28, 2017.**

**CARRIED UNANIMOUSLY**

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

**J. Kaup MOVED:**

**Motion 351/17: That Council give third reading to Bylaw 1385/17, Land Use Bylaw.**

**CARRIED**

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

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

**D.10** Amendments to the Fees and Charges Schedule for Proposed Land Use Bylaw 1385/17

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

**P. Tighe MOVED:**

**Motion 352/17: That Council approve the amendment to the 2017 Fees and Charges Schedule as per Attachment #1, effective September 7, 2017.**

**CARRIED UNANIMOUSLY**

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

The agenda was reconsidered and amended to move Item H.1 before Item D.11.

## **H. NOTICES OF MOTION**

**H.1** Councillor Tighe - Motion

**P. Tighe MOVED:**

**Motion 353/17: That Council direct Administration to bring forward an Election Campaign Guidelines Policy to the August 22, 2017 regular Council Meeting.**

**CARRIED UNANIMOUSLY**

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

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

**D.11** In-Camera - Land Purchase for Reconstruction of Range Road 212 (Twp Rd 574 to Hwy 38)

Presented by: Brian Hartman, Manager, Engineering Services

**P. Tighe MOVED:**

**Motion 354/17: That Council proceed to an In-Camera session at 2:36 p.m. to discuss Item D.11.**

**CARRIED UNANIMOUSLY**

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

**K. Shaw MOVED:**

**Motion 355/17: That Council move out of the In-Camera session at 2:53 p.m.**

**CARRIED UNANIMOUSLY**

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

**K. Shaw MOVED:**

**Motion 356/17: That Council direct Administration to purchase land as required for Road Alignment Option C, as outlined in the Opus Stewart Weir Report, Range Road 212 Alignment Concept Report.**

**CARRIED UNANIMOUSLY**

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

**K. Shaw MOVED:**

**Motion 357/17: That Council fund the \$800,000 budget requirement for Range Road 212 land purchase from the 8.18 Road Network Reserve (Capital).**

**CARRIED UNANIMOUSLY**

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

**K. Shaw MOVED:**

**Motion 358/17: That Council replenish the \$800,000 used from the 8.18 Road Network Reserve (Capital) by December 31, 2017 with revenue anticipated from Supplementary Assessment Tax Revenue.**

**CARRIED UNANIMOUSLY**

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

**K. Shaw MOVED:**

**Motion 359/17: That the Land Purchase for Reconstruction of Range Road 212 from Township Road 574 to Highway 38 Request for Decision remain confidential in accordance with Sections 16, 24, 25 of the Freedom of Information and Protection of Privacy Act, RSA 2000, c.F-25.**

**CARRIED UNANIMOUSLY**

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

**I. ADJOURNMENT**

**J. Kaup MOVED:**

**Motion 360/17: That Council adjourn the regular Council Meeting at 3:00 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)