



# Sturgeon County

9613-100 Street  
Morinville, Alberta  
T8R 1L9

## Meeting Minutes - Final Council

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Tuesday, April 24, 2018

9:00 AM

Council Chambers

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

#### A.1 CALL TO ORDER

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

Mayor Hnatiw called the April 24, 2018 regular Council Meeting to order at 9:01 a.m.

#### **Administration Present**

Bill Minnes, County Commissioner - CAO  
Rick Wojtkiw, General Manager, Corporate Support  
Collin Steffes, General Manager, Integrated Growth  
Frank Besinger, Acting General Manager, Municipal Services  
Ed Kaemingh, Manager, Financial Services  
Alyssa Hutchings, Acting Manager, Agriculture Services  
Dawn McCoy, Manager, Human Resources  
Colin Krywiak, Acting Manager, Current Planning and Development Services  
Tyler Westover, Manager, Economic Development  
Aaron Hair, Planning and Development Officer, Current Planning and Development Services  
Sabrina Duquette, Controller, Financial Services  
Larissa Hepp, Policy Analyst, Integrated Growth  
Lisa Schovaneck, Acting Senior Legislative Officer, Legislative Services  
Joanne Onciul, Legislative Officer, Legislative Services

A.2 ADOPTION OF AGENDA

**P.D. Tighe MOVED:**

**Motion 114/18: That the Agenda be adopted as presented.**

**CARRIED UNANIMOUSLY**

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

A.3 ADOPTION OF MINUTES

**A.3.1** April 10, 2018 - Regular Council Meeting Minutes

**N. Comeau MOVED:**

**Motion 115/18: That the April 10, 2018 regular Council Meeting Minutes be approved as presented.**

**CARRIED UNANIMOUSLY**

**For:7 - A. Hnatiw, D. Derouin, S. Evans, 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. - Office of Traffic Safety - Alberta Transportation Presentation

Donna Tona, Office of Traffic Safety, Alberta Transportation, provided a presentation to Council.

**D. NEW BUSINESS**

**D.1** Homeland Housing - Appointment of New Board Member

Presented by Lisa Schovaneck, Acting Senior Legislative Officer, Legislative Services.

**S. Evans MOVED:**

**Motion 116/18: That Council appoint Councillor Tighe as Sturgeon County's representative on the Homeland Housing Board for the remainder of the 2018 term.**

**CARRIED UNANIMOUSLY**

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

**D.2** 2017 Annual Audited Sturgeon County Financial Statements

Presented by Ed Kaemingh, Manager, Financial Services, and Sabrina Duquette, Controller, Financial Services.

Jeff Alliston, Associate, Metrix Group LLP Chartered Professional Accountants, provided a presentation to Council.

**W. Bokenfohr MOVED:**

**Motion 117/18: That Council proceed to a closed session at 10:06 a.m. to discuss Item D.2, in accordance with Section 24 of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

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

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

Bill Minnes, County Commissioner-CAO; Collin Steffes, General Manager, Integrated Growth; Frank Besinger, Interim General Manager, Municipal Services; Lisa Schovaneck, Acting Senior Legislative Officer, Legislative Services; and Joanne Onciul, Legislative Officer, Legislative Services.

**D.2** 2017 Annual Audited Sturgeon County Financial Statements

**P.D. Tighe MOVED:**

**Motion 118/18: That Council move out of the closed session at 10:11 a.m.**

**CARRIED UNANIMOUSLY**

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

The meeting was recessed at 10:11 to allow return of the public.

The meeting was recovered at 10:17 a.m.

**D.2** 2017 Annual Audited Sturgeon County Financial Statements

**K. Shaw MOVED:**

**Motion 119/18: That Council approve the 2017 Annual Financial Statements as prepared by Administration and audited by the firm of Metrix Group LLP Chartered Professional Accountants.**

**CARRIED UNANIMOUSLY**

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

**D.3** Appointment of Weed and Agricultural Pest Inspectors

Presented by Alyssa Hutchings, Acting Manager, Agriculture Services.

**S. Evans MOVED:**

**Motion 120/18: That Council appoint Cathryn Thompson, Josh Pigeon, Marlise Kostiw and Tanysha Van Hecke as municipal inspectors under the Alberta Agricultural Pests Act and the Alberta Weed Control Act.**

**CARRIED UNANIMOUSLY**

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

**D.4** 2017/18 Employee Engagement Survey Summary of Findings

Presented by Dawn McCoy, Manager, Human Resources.

**N. Comeau MOVED:**

**Motion 121/18: That Council accept the 2017/18 Employee Engagement Survey Summary of Findings as information.**

**CARRIED UNANIMOUSLY**

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

**D.5** Bylaw 1406/18, 2018 Taxation Rates (Second and Third Reading)

Presented by Ed Kaemingh, Manager, Financial Services, and Sabrina Duquette, Controller, Financial Services.

**S. Evans MOVED:**

**Motion 122/18: That Council amend Bylaw 1406/18, 2018 Taxation Rates to increase the assessment for the Designated Industrial Property requisition to \$1,899,214,050 and replace "Sturgeon Foundation" and "Seniors Foundation" with "Homeland Housing".**

**CARRIED UNANIMOUSLY**

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

**K. Shaw MOVED:**

**Motion 123/18: That Council give second reading of Bylaw 1406/18, 2018 Taxation Rates, as amended.**

**CARRIED UNANIMOUSLY**

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

**N. Comeau MOVED:**

**Motion 124/18: That Council give third reading of Bylaw 1406/18, 2018 Taxation Rates.**

**CARRIED UNANIMOUSLY**

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

**D.6** Alberta Capital Finance Authority (ACFA) Annual General Meeting

Presented by Ed Kaemingh, Manager, Financial Services, and Sabrina Duquette, Controller, Financial Services.

**N. Comeau MOVED:**

**Motion 125/18: That Council appoint Rick Wojtkiw, or designee, to represent and vote the shares of Sturgeon County at the Alberta Capital Finance Authority Annual General Meeting to be held on May 2, 2018 in Edmonton, Alberta.**

**CARRIED UNANIMOUSLY**

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

**K. Shaw MOVED:**

**Motion 126/18: That Council hereby nominates Ed Kaemingh, Manager, Financial Services to the Board of Directors representing Class "B" Shareholders.**

**CARRIED UNANIMOUSLY**

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

**D.7** Temporary Road Closure for Camilla School

Presented by Colin Krywiak, Acting Manager, Current Planning and Development Services, and Aaron Hair, Planning and Development Officer, Current Planning and Development Services.

**N. Comeau MOVED:**

**Motion 127/18: That Council approve a Resolution to temporary closure of a portion of road in Riviere Qui Barre described as:**

**Plan 7770Z**

**All that portion of road lying north of a line drawn from the southeast corner of Lot 3 to the southwest corner of Lot 18 on said Plan and lying south of a line drawn from the northeast corner of Lot 10 to the northwest corner of Lot 11 on said Plan.**

**CARRIED UNANIMOUSLY**

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

**D. Derouin MOVED:**

**Motion 128/18: That Council authorize the County Commissioner to enter into a License Agreement for the area temporary closed road with the Sturgeon School Board.**

**CARRIED UNANIMOUSLY**

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



**D.8** Bylaw 1401/18, Road Closure of Plan 7620104 (First Reading)

Presented by Colin Krywiak, Acting Manager, Current Planning and Development Services, and Aaron Hair, Planning and Development Officer, Current Planning and Development Services.

**K. Shaw MOVED:**

**Motion 129/18: That Council refer Item D.8 to Administration and bring back a report to the May 22, 2018 regular Council Meeting.**

**CARRIED UNANIMOUSLY**

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

**D.9**

Closed Session - Intermunicipal Matter

\*\*\*In accordance with Sections 23 and 24 of the Freedom of Information and Protection of Privacy Act\*\*\*

**W. Bokenfohr MOVED:**

**Motion 130/18: That Council proceed to a closed session at 11:13 a.m. to discuss Item D.9, in accordance with Sections 23 and 24 of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

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

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

Bill Minnes, County Commissioner-CAO; Collin Steffes, General Manager, Integrated Growth; Frank Besinger, Interim General Manager, Municipal Services; Michael Klassen, Senior Community Planner, Community and Regional Planning; Larissa Hepp, Policy Analyst, Integrated Growth; Lisa Schovanek, Acting Senior Legislative Officer, Legislative Services; and Joanne Onciul, Legislative Officer, Legislative Services.

**D.9**

Closed Session - Intermunicipal Matter

\*\*\*In accordance with Sections 23 and 24 of the Freedom of Information and Protection of Privacy Act\*\*\*

**W. Bokenfohr MOVED:**

**Motion 131/18: That Council move out of the closed session at 11:22 a.m.**

**CARRIED UNANIMOUSLY**

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

The meeting was recessed at 11:22 a.m. to allow return of the public.

The meeting was reconvened at 11:23 a.m.

**D.9**

Closed Session - Intermunicipal Matter

\*\*\*In accordance with Sections 23 and 24 of the Freedom of Information and Protection of Privacy Act\*\*\*

**W. Bokenfohr MOVED:**

**Motion 132/18: That Council accept the Request for Decision titled "Closed Session - Intermunicipal Matter" as information.**

**CARRIED UNANIMOUSLY**

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

**W. Bokenfohr MOVED:**

**Motion 133/18: That Council direct Administration to proceed with Option 1 as indicated in the Request for Decision titled "Closed Session - Intermunicipal Matter".**

**CARRIED UNANIMOUSLY**

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

**P.D. Tighe MOVED:**

**Motion 134/18: That the Request for Decision titled "Closed Session - Intermunicipal Matter"as well as all Attachments remain confidential as per Sections 23 and 24 of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

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

**D.10**

Closed Session - Economic Development Opportunity  
\*\*\*In accordance with Section 25 of the Freedom of Information and Protection and Privacy Act

**N. Comeau MOVED:**

**Motion 135/18: That Council move to closed session at 11:25 a.m. in accordance with Section 25 of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

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

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

Bill Minnes, County Commissioner-CAO; Collin Steffes, General Manager, Integrated Growth; Frank Besinger, Interim General Manager, Municipal Services; Tyler Westover, Manager, Economic Development; Lisa Schovanek, Acting Senior Legislative Officer, Legislative Services; and Joanne Onciul, Legislative Officer, Legislative Services.

**D.10** Closed Session - Economic Development Opportunity  
\*\*\*In accordance with Section 25 of the Freedom of Information and Protection and Privacy Act

**W. Bokenfohr MOVED:**

**Motion 136/18: That Council move out of the Closed Session at 11:50 a.m.**

**CARRIED UNANIMOUSLY**

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

The meeting was recessed at 11:49 a.m. to allow return of the public.

The meeting was reconvened at 11:50 a.m.

**D.10** Closed Session - Economic Development Opportunity  
\*\*\*In accordance with Section 25 of the Freedom of Information and Protection and Privacy Act

**K. Shaw MOVED:**

**Motion 137/18: That Council accept the Request for Decision titled "Closed Session - Economic Development Opportunity" and Attachments as information.**

**CARRIED UNANIMOUSLY**

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

**P.D. Tighe MOVED:**

**Motion 138/18: That the Request for Decision titled "Closed Session - Economic Development Opportunity" and Attachments remain confidential as per Section 25 of the Freedom of Information and Protection of Privacy Act.**

**CARRIED UNANIMOUSLY**

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

**E. MAYOR AND COUNCIL**

**E.1**

Councillor Tighe - Motion  
Re: Proceedings Bylaw Review

**P.D. Tighe MOVED:**

**Motion 139/18: That Council direct Administration to bring forward recommendations for updating and reviewing Bylaw 1301/13, A Bylaw of Sturgeon County to Regulate the Proceedings of Council and Its Committees to a future meeting of Council before the end of 2018.**

**CARRIED**

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

**Against:1** - S. Evans

**G. URGENT MATTERS**

**H. NOTICES OF MOTION**

**I. ADJOURNMENT**

**W. Bokenfohr MOVED:**

**Motion 140/18: That Council adjourn the regular  
Council Meeting at 11:54 a.m.**

**CARRIED UNANIMOUSLY**

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

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MAYOR

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COUNTY COMMISSIONER (CAO)